



Khadar Basha <skbcd@gmail.com>

Fwd: AQAR Submission Message

1 message

kadapa jkc <kadapa.jkc@gmail.com>

Tue, Aug 31, 2021 at 12:33 PM

To: skbcd@gmail.com, Bondigalla Ramachandra <bramachandra84@gmail.com>, Ramesh M <harsharameshgdc@gmail.com>, Sivaparvathi Nellore <sivaparvathi.nellore@gmail.com>

----- Forwarded message -----

From: **Admin-Naac** <noreply.onlineassessment@gmail.com>

Date: Tue, Aug 31, 2021 at 12:27 PM

Subject: AQAR Submission Message

To: GOVERNMENTCOLLEGEFORMEN <kadapa.jkc@gmail.com>

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**Dear User,****Institution name : GOVERNMENTCOLLEGEFORMEN**

You have successfully submitted your AQAR.

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Sir/Madam

Please find the attachments

Yours faithfully,

*Principal,
Govt. College for Men (A),
RIMS Road,
KADAPA - 516001
Andhra Pradesh
Cell Number : 9948121705*



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	GOVERNMENT COLLEGE FOR MEN
Name of the head of the Institution	Smt. N. SIVAPARVATHI
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08562255577
Mobile no.	9948121705
Registered Email	kadapa.jkc@gmail.com
Alternate Email	sivaparvathi.nellore@gmail.com
Address	Beside New Collectorate, RIMS Road, Kadapa
City/Town	Kadapa
State/UT	Andhra Pradesh
Pincode	516004

2. Institutional Status																															
Autonomous Status (Provide date of Conformant of Autonomous Status)	03-Nov-2011																														
Type of Institution	Co-education																														
Location	Urban																														
Financial Status	state																														
Name of the IQAC co-ordinator/Director	Dr. S. Khadar Basha																														
Phone no/Alternate Phone no.	08562255577																														
Mobile no.	9959348678																														
Registered Email	skbced@gmail.com																														
Alternate Email	skhadarbasha@gcmkadapa.ac.in																														
3. Website Address																															
Web-link of the AQAR: (Previous Academic Year)	https://gcmkadapa.ac.in/uploads/stat icfiles/iqac/AQAR/AQAR%202018-19.pdf																														
4. Whether Academic Calendar prepared during the year	Yes																														
if yes,whether it is uploaded in the institutional website: Weblink :	https://gcmkadapa.ac.in/uploads/academics/Calender/2019-20.pdf																														
5. Accrediation Details																															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>81.00</td> <td>2004</td> <td>08-Jan-2004</td> <td>07-Jan-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.76</td> <td>2013</td> <td>05-Jan-2013</td> <td>04-Jan-2018</td> </tr> <tr> <td>3</td> <td>B</td> <td>2.40</td> <td>2019</td> <td>09-Sep-2019</td> <td>08-Sep-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	81.00	2004	08-Jan-2004	07-Jan-2009	2	B	2.76	2013	05-Jan-2013	04-Jan-2018	3	B	2.40	2019	09-Sep-2019	08-Sep-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity																											
				Period From	Period To																										
1	B++	81.00	2004	08-Jan-2004	07-Jan-2009																										
2	B	2.76	2013	05-Jan-2013	04-Jan-2018																										
3	B	2.40	2019	09-Sep-2019	08-Sep-2024																										
6. Date of Establishment of IQAC	01-Jan-1970																														
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
Annual Self Appraisal Report ASAR	25-Jul-2020 5	82
Academic Audit	09-Mar-2020 2	82
All India Survey on Higher Education AISHE	11-Feb-2020 5	2000
National Institution Ranking Framework NIRF	25-Nov-2019 5	2000
View File		

8. Provide the list of Special Status conferred 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!!!				
View File				

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 :

6

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)

Participation in National Institution Ranking Framework rankings. Submission of College data to All India Survey on Higher Education. Academic Audit conducted. Submission of Annual Quality Assurance Report to NAAC. Encouraged the faculty members to participate in online faculty development programs like SWAYAM, Annual Refresher Programme in Teaching ARPIT. The National Programme on Technology Enhanced Learning NPTEL.

[View File](#)

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	Achievements/Outcomes
Celebration of International Yoga Day	Conducted in the month of June
Orientation class for newly joined students	Conducted in the month of June
Field visit to Horticulture University, Railway Kodur	Conducted in the month of June
Awareness programme on Air Pollution	Conducted in the month of July
Celebrations on Kargil Vijay Diwas	Conducted in the month of July
Plantation to increase green cover	Conducted in the month of July
Rally conducted to create Awareness on seasonal diseases	Conducted in the month of July
Celebrated quiz and seminar to students on Statistics Day	Conducted in the month of July
Celebration of International Sanskrit Day	Conducted in the month of August
Dental Camp	Conducted in the month of August
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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

2020

Date of Submission

11-Feb-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	1010	B.A. History Economics Political Science Telugu medium	10/07/2019
BA	1015	B.A. HEP E.M.	10/07/2019
BA	1075	B.A. HECComp T.M.	10/07/2019
BA	1030	B.A. HPPsy T.M.	10/07/2019
BA	1047	B.A. HPU U.M.	10/07/2019
BA	1060	B.A. HPT T.M.	10/07/2019
BCom	2010	B.Com General T.M.	10/07/2019
BCom	2015	B.Com General E.M.	10/07/2019
BCom	2025	B.Com Computer Applications E.M.	10/07/2019
BSc	3010	B.Sc. MPC T.M.	10/07/2019
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
Nil	NIL	Nil	Nil	Nil
No file uploaded.				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HISTORY	01/06/2019
BA	ECONOMICS	01/06/2019
BA	POLITICAL SCIENCE	01/06/2019
BA	COMPUTER APPLICATIONS	01/06/2019
BA	PSYCHOLOGY	01/06/2019
BA	URDU	01/06/2019
BA	SPECIAL TELUGU	01/06/2019
BA	ENGLISH	01/06/2019
BA	TELUGU	01/06/2019

BA	HINDI	01/06/2019
BA	SANSKRIT	01/06/2019
BCom	GENERAL	01/06/2019
BCom	COMPUTER APPLICATIONS	01/06/2019
BSc	MATHEMATICS	01/06/2019
BSc	STATISTICS	01/06/2019
BSc	ELECTRONICS	01/06/2019
BSc	COMPUTER SCIENCE	01/06/2019
BSc	PHYSICS	01/06/2019
BSc	CHEMISTRY	01/06/2019
BSc	GEOLOGY	01/06/2019
BSc	BIOTECHNOLOGY	01/06/2019
BSc	BOTANY	01/06/2019
BSc	ZOOLOGY	01/06/2019
BSc	HORTICULTURE	01/06/2019
BSc	MULTI MEDIA	01/06/2019

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
Analytical Skills	01/05/2019	195
Communication and soft skills	01/05/2019	195
Technical skills	01/05/2019	195
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	Nil
No file uploaded.		

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
Feedback was collected manually by distributing the forms (containing

questionnaire) to students, alumni and parents. The returned forms were collected by IQAC members and analyzed. Students expressed the need for more job oriented courses. They also stressed on having more practical experiments and real time field experiences (field trip/ apprenticeship). It is decided to introduce more market oriented courses and skill development courses from next academic year.

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
BCom	CA	60	71	66
BCom	GENERAL (EM)	60	78	64
BCom	GENERAL (TM)	60	65	61
BA	HISTORY ECONOMICS COMPUTERS	30	Nil	Nil
BA	HISTORY POLITICAL SCIENCE SPL.TELUGU Telugu medium	30	32	27
BA	HISTORY ECONOMICS POLITICAL SCIENCE Telugu medium	45	31	26
BA	HISTORY ECONOMICS POLITICAL SCIENCE English medium	45	44	40
BA	HISTORY POLITICAL SCIENCE URDU	30	12	9
BA	HISTORY ECONOMICS PSYCHOLOGY (TM)	30	15	12
BSc	MATHEMATICS PHYSICS CHEMISTRY Telugu Medium	45	20	17

[View File](#)

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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2019	667	136	79	10	32

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
79	79	32	10	7	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Govt. college for men(A), Kadapa was established by the state government to impart education at UG level science, arts and commerce to meet the hopes and aspirations of students. The process of mentoring is an individualized form of counseling and guidance activities in the institution. It addresses the needs of the students to have a friend, a counselor and a confidante on the campus. The practice is aimed at fostering a better rapport between the students and the teachers at a personal level. Many of our students from rural areas lack proper academic background and financial back-up. Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background student's mentorship has the following aims. • To enhance teacher –student contact hours. • To enhance students academic performance and attendance. • To minimize student dropout rate. • To identify and understand the status of slow learners and encourage advanced learners. • To render equitable services to students. • Awareness and support to students for higher studies, Govt. PSC examinations. The importance of integrating the system for enhancing students Performance is a common resolution adopted by a meeting of the teaching faculty. The system was promptly and effectively put into practice in our college. With a wide variation in the student population in regard to educational and economic background the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of those students who are vulnerable to drop out from studies. The IQAC had taken the initiative of implementing the mentoring of students. Students are categorized based on the streams of studies and also according to their core subjects. They are divided into groups of 20-25 depending on the number of students. Each group is assigned a teacher who would perform mentoring duties a mentoring format with guidelines to prepared by the IQAC to ensure uniformity. Mentors maintain and update the mentoring format which contains space for entering particulars and performance of students (class tests, monthly attendance records, etc.). After collecting all necessary information, mentors are expected to offer guidance and counseling as and when required. It is the practice of mentors to meet students individually or in groups. In isolated cases, parents are called for counseling/special meetings with the Principal at the suggestion of the mentor. If a student is identified as having weak in a particular subject, it is the duty of mentor to apprise the concerned subject teacher. The institutional practice of mentoring system has been designed and implemented for the betterment of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2453	79	1:31

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
Nil	Nil	Nil	Nil	Nil

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
Nill	NIL	Nill	NIL
No file uploaded.			

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
BA	1010	VI	15/10/2020	29/10/2020
BA	1015	VI	15/10/2020	29/10/2020
BA	1075	VI	15/10/2020	29/10/2020
BA	1030	VI	15/10/2020	29/10/2020
BA	1047	VI	15/10/2020	29/10/2020
BA	1060	VI	15/10/2020	29/10/2020
BCom	2010	VI	15/10/2020	29/10/2020
BCom	2015	VI	15/10/2020	29/10/2020
BCom	2025	VI	15/10/2020	29/10/2020
BSc	3010	VI	15/10/2020	29/10/2020
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
19	1924	0.98

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)

<https://www.gcmkadapa.ac.in/uploads/staticfiles/igac/AOAR/co2019.pdf>

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
3010	BSc	MATHEMATICS PHYSICS CHEMISTRY (TM)	27	9	33.33
2025	BCom	COMPUTER	70	33	47.14

		APPLICATIONS			
2015	BCom	GENERAL (EM)	63	11	17.45
2010	BCom	GENERAL (TM)	56	14	25
1075	BA	HISTORY ECONOMICS COMPUTERS	6	6	100
1060	BA	HISTORY POLITICAL SCIENCE TELUGU	4	3	75
1047	BA	HISTORY POLITICAL SCIENCE URDU	9	9	100
1030	BA	HISTORY ECONOMICS PSYCHOLOGY	3	3	100
1015	BA	HISTORY ECONOMICS POLITICAL SCIENCE English Medium	10	10	100
1010	BA	HISTORY ECONOMICS POLITICAL SCIENCE Telugu Medium	18	17	94.44
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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)

<https://www.gcmkadapa.ac.in/uploads/staticfiles/igac/AOAR/sss2019.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nil	NIL	NIL	Nil	NIL
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – 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
Nill	Nill	NIL	Nill	Nill
No file uploaded.				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – 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
NIL	NIL	Nill
No file uploaded.		

3.3.2 – 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
NIL	NIL	NIL	Nill	NIL
No file uploaded.				

3.3.3 – 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
NIL	NIL	NIL	NIL	NIL	Nill
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Zoology	7	Nill
International	Biotechnology	3	Nill
National	Telugu	1	Nill
International	Physics	1	Nill
International	English	1	Nill
National	Urdu	1	Nill
International	Commerce	1	Nill
International	Psychology	1	Nill
View File			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
CHEMISTRY	4
MATHEMATICS	1
TELUGU	1
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nil	Nil	Nil
No file uploaded.			

3.4.5 – 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 the publication	Number of citations excluding self citation
Importance of honey bees in ecosystem - causes for their deterioration - review	Dr. P. Ravi Seker	International Journal of Entomology Research	2020	Nil	Department of Zoology, Govt. College for Men (Autonomous), Kadapa.	Nil
Fluoride Toxicity and its control A Review	Dr. P. Ravi Seker	International Journal of Innovative Science, Engineering and Technology	2020	Nil	Department of Zoology, Govt. College for Men (Autonomous), Kadapa.	Nil
Materials Science in Semiconductor Processing	Dr. A. Suryanarayana Reddy	Elsevier	2019	Nil	Department of Physics, Government College for Men (A), Kadapa.	Nil
The nitrated fatty acid, 10-nitrooleate inhibits the	Dr. P. Kalpana	International Immunopharmacology	2019	Nil	Department of Biotechnology, Government College for Men	Nil

neutrophil chemotaxis via peroxisome proliferator-activated receptor gamma in CLP-induced sepsis in mice					(A), Kadapa.	
Angiotensin-converting enzyme gene polymorphism may be a risk factor for COVID-19 clinical outcome	Dr. P. Kalpana	Current Trends in Biotech. and Pharmacy	2020	Nil	Department of Biotechnology, Government College for Men (A), Kadapa.	Nil
COVID-19 Outbreak: an Update on Therapeutic Options	Dr. P. Kalpana	SN Comprehensive Clinical Medicine	2020	Nil	Department of Biotechnology, Government College for Men (A), Kadapa.	Nil
CONSANGUINITY IN INDIA: ITS IMPACT ON HEALTH- A REVIEW	Dr. P. Sachi Devi	International Journal of Advanced Research in Engineering and Applied Sciences	2020	Nil	Department of Zoology, Govt. College for Men (Autonomous), Kadapa.	Nil
Effect of insecticides on beneficial insects.	Dr. P. Sachi Devi	International Journal of Research and Analytical Reviews (IJRAR)	2019	Nil	Government College for Men (Autonomous) Kadapa	Nil
GURRAM JASHUWA NETHAJI	Dr. K. N. Sundareswara Rao	BHAAVA VEENA	2019	Nil	Department of Telugu, Government College for Men (A	Nil

Autonomous)
Kadapa

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3.4.6 – 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
NIL	NIL	Nil	Nil	Nil	Nil	NIL

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	15	105	34	33
Presented papers	2	10	4	2
Resource persons	Nil	Nil	3	9

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	Nil

No file uploaded.

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Dr. B. R. Ambedkar Open University	Conducting Practicals	Government College for Men (A), Kadapa	500000	30

[View File](#)

3.6 – Extension Activities

3.6.1 – 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
Red Ribbon Club programme (RRC) Sensitization Programme on AIDS	District medical health organization	12	29

[View File](#)

3.6.2 – 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
NIL	NIL	NIL	Nil
No file uploaded.			

3.6.3 – 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
NATIONAL VOTERS DAY	Dept. of Telugu	NATIONAL VOTERS DAY	5	76
INTERNATIONAL YOGA DAY	Dept. of Telugu and Physics	INTERNATIONAL YOGA DAY	5	70
Awareness Programme	Dept. of Commerce	Entrepreneurship Services offered by Syndicate Bank - by Sri B. Veera Reddy garu, Sr. Manager (Rtd), Jnana Jyothi Financial Literacy and Credit Counselling Trust, syndicate bank, Kadapa	4	28
National Girl Child Day	Dept. of Telugu	RALLY ON THE EVE OF NATIONAL GIRL CHILD DAY	5	42
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	Nil
No file uploaded.			

3.7.2 – 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

NIL	NIL	NIL	Nil	Nil	NIL
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
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
273085	271350

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
View File	

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 2.0	Fully	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	37781	2012499	Nil	Nil	37781	2012499
e-Books	61575	Nil	Nil	Nil	61575	Nil
Weeding (hard & soft)	12000	Nil	Nil	Nil	12000	Nil
View File						

4.2.3 – 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
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	77	2	1	0	0	1	20	40	0
Added	0	0	0	0	0	0	0	0	0
Total	77	2	1	0	0	1	20	40	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

40 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
NIL	Nil

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
0	0	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)

The physical facilities such as Laboratories, Classrooms and Computers etc. are made available for the students who are admitted in this college. Students who seek admission in science courses, they are charged for the laboratory expenses at the time of the admission as decided by the University/Staff Council. Apart from these, funds are received from UGC, RUSA for purchasing lab equipment. Contingent expenditure for labs is met from Special fee funds. Maintenance of Classrooms are done by non-teaching staff. Classrooms are also made available for conducting examinations by government and non-government organizations. The college has adequate number of computers with internet connections which are located in Office, Labs, Library, Departments etc. All Stakeholders have equal opportunity to utilize these facilities. Computers are maintained by AMC. The ICT, Virtual Classrooms are maintained with AMC of the corresponding service provider. The college website is maintained regularly by GUDDUZ Technologies, Kadapa, Andhra Pradesh. 10 acres of ground is available for students and staff of the college. This is also made available for outsiders, provided they get permission from RJDCE, KADAPA and make a caution deposit of Rs.10,000/- which will be refunded. College has a big auditorium to conduct cultural and other programs.

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	NIL	Nil	Nil
Financial Support from Other Sources			
a) National	SC, ST, BC, EBC, Kapu Welfare, Christian minority	1693	7715452
b) International	NIL	Nil	Nil

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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
Remedial Coaching to students	02/09/2019	129	Govt. College for Men (A), Kadapa.
Bridge course for first year students	24/07/2019	22	Department of Biotechnology, Govt. College for Men (A), Kadapa.
Bridge course for History students	02/07/2019	73	Department of History, Govt. College for Men (A), Kadapa.
Orientation class for newly joined students	24/06/2019	62	Department of Physics, Govt. College for Men (A), Kadapa.
Yoga	21/06/2019	86	Department of Physics, Govt. College for Men (A), Kadapa.
Guest Lecture on Introduction to SQL	06/07/2019	51	Sri. D. Manoj Prabhakar, KTS Govt. Degree College, Rayadurg
Awareness on Motivation on Group Activity	20/08/2020	36	Govt. College for Men (A), Kadapa.
Workshop on Web Design	04/01/2020	32	Dr. G. Murali, Assistant Professor, JNTU (A), Pulivendula
Soft Skills	27/12/2019	54	Department of

			English, Govt. College for Men (A), Kadapa.
Language Lab	06/01/2020	39	Department of English, Govt. College for Men (A), Kadapa.
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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	Guidance to UG students by alumni and Prathibha awardee	45	45	8	7
2019	Invited talk on career opportunities to PG Zoology students	32	32	1	Nil
2020	Invited talk on career guidance to PG Zoology students	23	23	10	Nil
2020	Guidance for competitive examinations and carrier counseling	49	161	21	21
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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	Number of	Number of	Name of	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
LOCAL EZ (Twilight Network Solutions Pvt Ltd), Indigo Air Lines, Flipkart, RS MIPL (Foxcon) and ICICI BANK	79	25	TCS, CTS	8	2
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	2	B.Com General Telugu Medium	Commerce	SVIST, KADAPA	MBA
2019	2	B.Com General English Medium	Commerce	SVIST, KADAPA	MBA
2019	1	B.Com Computer Applications	Commerce	KSRM College of management Studies, Kadapa, JNTUA	MBA
2019	1	B.Com General English Medium	Commerce	Govt. College for Men (A), Kadapa	MCom
2019	7	BZC	Zoology	Yogi Vemana University, Kadapa and Sri Venkateswara University, Tirupati	MSc Zoolgoy
2019	4	BZC	Botany	Govt. College for Men (A), Kadapa	MSc Botany
2019	10	B.Com Computer Applications	Commerce	Yogi Vemana University, Kadapa	MCom

2019	3	B.Com General English Medium	Commerce	Yogi Vemana University, Kadapa	MCom
2019	2	B.Com Computer Applications	Commerce	Basavatara kam memorial Law College, Kadapa	LLB
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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
SET	3
View File	

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

Activity	Level	Number of Participants
Various Cultural and Sports Competition	College Level	224
National Youth Day Competition	College	47
National Essay Competition	College	36
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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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	GOLD MEDAL in Common Wealth Youth Level Weightlifting Championship - 6th, July to 15th, July 2019, AUSTRALIA	International	1	Nil	319101501	A. Sivaram Krishna Yadav
2019	SILVER MEDAL in Common Wealth Junior Weightlifting Championship	International	1	Nil	319101501	A. Sivaram Krishna Yadav

	ip - 6th, July to 15th, July 2019, AUSTRALIA					
2020	SILVER MEDAL in Junior Level Weightlifting Championship, GUWAHATI, ASSAM 10th Jan to 22nd Jan 2020.	National	1	Nil	319101501	A. Sivaram Krishna Yadav
2020	GOLD MEDAL in All India Inter Universities Soft Ball Championship - at Yogi Vemana University, Kadapa 8th, Jan to 12th, Jan 2020.	National	1	Nil	318103005	K. Venkata Harish

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

Students' Representative (SR) is an indispensable part of Academic and Administrative bodies/committees of the institution such as the Special Fee Committee, Sports and Fine arts Committee of the college. One representative each is selected as Class Representative (CR) from each UG programme on merit basis. The SR addresses and represents students' views to the class care taker for redressal. The students' representative gives feedback regarding curriculum, teaching, learning and evaluation process. Care taker makes the students aware of various extension programmes, that form a crucial part of the academic activities of every department. Furthermore, SR helps the teaching staff of the college to organize departmental seminars and quiz, which are important in co-curricular activities of every department. The Students Representative plays an important part in encouraging and motivating students to participate in student-oriented programmes of the college such as NSS, NCC and other activities. The college Sports Day is an annual and an important event and the Students Representative has the responsibility to coordinate the different sports activities and events and assist the teachers in making the event a grand success. Thus, SR contributes to a healthy interaction among students and teachers regarding academic, cocurricular and extra-curricular activities of the college. The SRs are made members on the following committees: - 1. Special Fee Committee 2. Fine arts Committee 3. Science Club Committee 4. Quiz Committee 5. Sports Committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The contribution to any educational institution by its old students is laudable by all standards. The Government College for Men(A), Kadapa, is no exception. The college has a history of hoary and glorious past and successful eminent personalities came out of the portals of this college, who have lived and are also living all over the world presently. The then Principal, Sri. Poornachandra Sekhara Rao had taken initiative to start the registered Alumni Association in 2003 along with a few local eminent people. The alumni meets and work along with the staff, students and college administration in providing guidance, mentor-ship as well financial assistance for the development of the college. The association members extend their full cooperation for the welfare of the college. They actively involved in any initiative taken by the college administration towards development of infrastructural and other facilities.

5.4.2 – No. of registered Alumni:

100

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings/activities organized by Alumni Association : 01(26.08.2019)

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 administrative and academic activities of all the departments of the college function under the direct supervision of Principal. Day-to-day academic activities of the departments are taken care of by the in- charges of Departments. Examinations related activities are handled by Controller of Examinations. Under direct supervision of Principal, Administrative office, examination section, central library and all the UG and PG departments would function. The Principal conducts regular meetings with the in-charges concerned, who are also the members of Staff Council. At the beginning of every academic year Staff Council meeting is held under the chairmanship of the principal, plan of action and academic activities to be performed will be discussed and resolutions will be passed by the council. Then different activities to be performed will be allotted to respective committees, such as academic schedule is prepared by academic calendar committee, college time table is prepared by the time table committee, schedule of conducting internal examinations and external examinations by examination cell, conducting of workshops and seminars by IQAC etc. The staff council also discusses plans to be adopted for effective implementation of teaching learning process. The council also recommends to start new courses in the college that has more demand for the students. The decisions taken in the council and plan of actions to be taken will be informed to the faculty members through department in-charges. In-charges concerned will conduct the meeting with the faculty members concerned to discuss various issues and resolutions will be passed on to Principal for further action. Similarly, the outcomes of meeting will be informed to individual faculty / staff for implementation.

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
Library, ICT and Physical Infrastructure / Instrumentation	The physical facilities such as Laboratories, Classrooms and Computers etc. are made available for the students who are admitted in this college. The college has adequate number of computers with internet connections which are located in Office, Labs, Library, Departments etc. All stakeholders have equal opportunity to utilize these facilities. Computers are maintained by AMC. The ICT, Virtual classrooms are maintained with AMC of the corresponding service provider.
Research and Development	Organized national seminars/workshops as a part of research activity to inculcate interest towards research and to enrich and creative capabilities among the staff and the students. Faculty published research articles in reputed journals of national and international, besides doing MRPs Major Minor with the financial assistance of UGC-SERO, Hyd.
Examination and Evaluation	Keeping in view of the semester system, the evaluation methods have been introduced with two internals and one end examination after completion of the semester span of 90 working days. The Examination Branch sends the model paper and syllabus to the paper setters for setting the Semester end examination question papers. Confidentiality is maintained in the process of paper setting. With the introduction of CBCS from 2017-18, 40 : 60 in internal and external evaluation respectively has been implemented. The assessment is made through CGPA grade system.
Teaching and Learning	The Institution supports the students from different socio-cultural back grounds. Equal opportunity is provided irrespective of gender. Students are sensitized with the programme out comes, mode of internal assessment as well as college facilities in the beginning of every academic year. Students are motivated and encouraged to take up different project works,

	assignments to instil creativity for themselves.
Curriculum Development	To compete with the technological demands of the modern era, the college insists the faculty members to follow innovative pedagogy of teaching methods such as internet, e-notes and projectors apart from traditional chalk and talk method. At the class level, slow and advanced learners are identified and special efforts are taken to strengthen them. Curriculum is also designed and developed at the departmental level under the broad guidelines of the head of the institution.

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

E-governance area	Details
Nil	NIL

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
Nil	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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)
2020	Workshop on E.L.L. Software with Hands on Experience	-	03/01/2020	03/01/2020	160	Nil
2019	Awareness on Cyber security	-	16/10/2019	16/10/2019	32	Nil
2020	Orientat ion on ITes and ICT	-	07/01/2020	07/01/2020	46	Nil

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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
REFRESHER COURSE IN COMMERCE	1	01/09/2019	15/12/2019	112
Inter/Multi-Disciplinary Refresher Course in Environmental Science	1	21/09/2020	04/10/2020	14
Refresher Course in Life Sciences	3	09/12/2019	21/12/2019	13
Refresher Course in Enterpreuershship	1	14/10/2019	26/10/2019	13
Refresher Course in ENTERPRENEURIAL STRATEGIES	1	14/10/2019	26/10/2019	13
Refresher Course in MATHEMATICS	1	09/09/2019	21/09/2019	13
Short Term Course in INDIAN ETHICS AND HUMAN VALUES	1	06/01/2020	11/01/2020	5

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

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

Chartered Accountant audited financial bills.

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	Nil	NIL
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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	Yes	Principal
Administrative	No	NIL	No	NIL

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

NIL

6.5.3 – Development programmes for support staff (at least three)

NIL

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

Motivating the students and faculty to join Online courses like MOOCs, NPTEL, SWAYAM. Encouraging the students to join in Value added courses.

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
2019	National Institution Ranking Framework NIRF	25/11/2019	27/09/2019	25/11/2019	2000
2020	All India Survey on Higher Education - AISHE	11/02/2020	20/01/2020	11/02/2020	2000
2020	ACADEMIC AUDIT	09/03/2020	20/02/2020	09/03/2020	82

Nil	Annual Self Appraisal Report - ASAR	25/07/2020	22/06/2020	25/07/2020	82
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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
NIL	Nil	Nil	Nil	Nil

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
Power requirement for the College campus is 90 KW. Renewable energy generated through Solar panels is 10 KW and the energy supplied to the grid is nil.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2000
Provision for lift	No	Nil
Ramp/Rails	Yes	40
Braille Software/facilities	No	Nil
Rest Rooms	Yes	2000
Scribes for examination	Yes	2
Special skill development for differently abled students	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
Nil	Nil	Nil	Nil	Nil	NIL	NIL	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)

NIL	Nil	NIL
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day	14/08/2019	15/08/2019	500
Gandhi Jayanthi	01/10/2019	02/10/2019	279
Sardar Vallabh Bhai Patel Birth Anniversary	30/10/2019	31/10/2019	125
National Mathematics Day (Sri Sreenivasa Ramanujan Birth Day Celebrations)	20/12/2019	21/12/2019	126
Newtons Birth Day	03/01/2020	04/01/2020	75
Vivekananda Jayanthi	11/01/2020	12/01/2020	149
Republic Day	25/01/2020	26/01/2020	207
National Science Day (Sir C.V .Raman Birth Day Celebrations)	26/02/2020	28/02/2020	85
Dr. B R Ambedkar birth anniversary day	13/04/2020	14/04/2020	153

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Green landscaping with trees and plants: - Apart from building and ground area rest of the land of our college is full of trees and plants. To control air pollution sufficient natural Oxygen in air is required. For that, plants have been planted and grown in and around college campus to spread greenery. Besides, it enables for the rain fall and provides ample opportunity to nurture water harvesting for conservation and utilization. Furthermore, it creates a serene atmosphere and hygienic ambiance on the campus. On the whole our campus is green with more than 2000 trees. Bicycles: - Staff and students are advised and encouraged to use bicycles instead of motor bikes for coming to college because cycling is a good exercise, pollution free and most economic. It is really cost-effective which allows much easier access to one's destination. 25 of our students are using bicycles. Public transport: - Owing to feedback from rural areas, most of the stake holders are commuting by public transport system namely buses and autos. Using of public transport indirectly giving support to un-employees. It reduces utilization of petroleum products and motor vehicles. It also reduces traffic problems. As a result, 50 of students/ staff are coming to college by using public transport. Pedestrian Friendly Roads: -Walking is a good exercise. 25 of students/staff come to college by pedestrian friendly roads of our Kadapa municipal corporation. Plastic Free Campus: - Our college is 100 plastic free campus. In this respect, stakeholders are sensitized about the ill effects of indiscriminate use of plastic on the campus. Since it is made of non-degradable material, students are enlightened to prefer eco-friendly paper and cotton satchels to safeguard the environments from the threat of pollution in nature. Besides the institution has provided dust bins so as to enable the students to throw waste material. Paperless Office: - Now-a-

days all written communication is being operated through internet as it is fast and quick, storable, economic and can be used as and when needed everywhere.

Added to this, accuracy and impeccability can be maintained in foolproof fashion. Besides, the usage of paper can be conserved for the economic development of the country. As, well paperless transaction can be accessible at any place as India is technically far ahead in every sphere of life. Hence our office operates 50 paperless office.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Handfull of Rice: - During COVID-19 PANDEMIC situation our college has taken up "HANDFULL OF RICE" programme to distribute rice to poor people who are suffering a lot without labour work. Nearly 500 kgs of rice collected from all our staff members and distributed to the needy people. In this programme all staff members have co-operated and made this programme a grand success. Faculty members of our college have donated Rs 1,35,000 as a financial support to some daily wage workers who are working in our college. Some faculty members have given cloths also to the needy people. Meals packets were distributed for foodless people on roads during covid 19 period by NSS volunteers of our college.

BLOOD DONATION: - Objectives of the Practice are (i)To save the lives of patients (ii)To extend economical support to the poor patients who are taking treatment in government hospital RIMS. (iii)To strengthen blood bank of RIMS. (iv) Aim to inculcate voluntariness among students in helping the poor people and strengthening of the country. After observing some years that so many poor people suffered and died due to anemia as they could not get proper blood group in right time. This led to the best practice of blood donation as many young students, with lot of interest and motivation to donate blood to save the lives of the poor people, are available with us. As the demand for blood at hospitals and other health centers cannot be met up by the limited number of professional blood sellers, we came forward to start this best practice. As all our students are above 18 years and below 21 years old and having least of 48 kgs weight, our students are eligible to donate blood. Through NSS NCC camps and meetings we inculcate and we educate all the to come forward for donation of blood to the need people. We made the students to understand that their little contribution can prove to be of great help to others. He is also personally benefited by refreshing his blood. Donor can receive a permit which enables him to fetch a bottle of blood within a year, at free of cost, when he requires. God has created life in this world. By donating blood to the life in need of blood, we save God's children. Hence, serving man we serve God.

Rain Water Harvesting: - As the water crisis continues to become severe, there is an immense need for reform in water management especially through Rain Water Harvesting. Rain water harvesting is the process of collecting, conveying and storing water from rainfall in an area in the earth. Our Institution has Roof Top Rain Water Harvesting System of catching rainwater where it falls. Rain water collected from rooftop of the building is diverted through down take pipes to rain water collecting pits to recharge the groundwater. Our institution has dug Twelve pits at various locations. Two pits at beside Department of Mathematics. One pit is at prayer Dias, One pit behind library, One pit in front of room no.55, One pit is front side of Department of Chemistry, Two pits back side of Department of Chemistry, One pit in front of Library, One pit at front side of Department of Physics and Two pits are at back side of Department of Physics. Each pit is of size 2mx2mx2m. Collected rain water is used for multi purposes. 1) Mainly it is aimed to increase the ground water level on the campus. 2)To minimize water pollutants. 3) To water the garden and make the campus green. 4) We are planning to dig a greater number of pits and to adopt better purification methods so that the collected rain water can even be used for drinking purpose also.

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

<https://www.gcmkadapa.ac.in/uploads/staticfiles/igac/AOAR/bp2019.pdf>

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

The institution has been making earnest attempt to impart education by employing modern methods to mould the student's career. In this process, at first Over Head Projectors have been introduced to enable the teacher to allure students to focus their attention. In this attempt, the equipment has been supplied to the departments to ensure the stakeholders to update knowledge to meet the present-day challenges. On the other hand, MANA-TV live programs have been introduced to inculcate students to learn lessons from distance mode. The faculty have been assigned the duty of teaching through MANA-TV to motivate so as to bring awareness. In this context, teachers act as Resource Persons in their respective subjects. Moving ahead, the Institution has achieved another milestone by providing e-class rooms to assist the teachers to use Information and Communicative teaching which is considered the order of the day to enrich faculty in general and to draw the interest of the students in particular. In addition to these as part of ICT, K-yans have been supplied to improvise the lessons that the students can learn by following modern strategies, which would enable them to enhance their skills in various scientific fields. With the introduction of Virtual class rooms and Digital class rooms, the college has moved extra mile to make use of two types of class rooms to the optimum level. As the technology is reaching beyond its ambit, these two types of class rooms extend good help to teachers to have bright exposure to sharpen their creative capabilities besides enlightening the students to carve their career paths. As a matter of fact, Virtual and Digital class rooms provide a teacher to have interactions with the students of different colleges where staff is not available to handle classes. Holistically speaking, this technique has emerged fruitful for teachers and students. Another outstanding accomplishment to the institution is establishment of Central Lab with the Financial Assistance of RUSA which really brought a scientific activity among the faculty of different colleges as well the students. In respect of computers, the institution has introduced courses related to Computer Science and Applications to enrich the students to get acquaintance with the new advancement as well to meet the challenges of technical era responding to the new strategies. Students have been sincerely using to enlarge their employable skills to enter professional arena. Besides, most of the stakeholders concentrating on the new advent to enhance their technical skills with a view to widen the communication network. As a result, the cost value is minimized and work culture is maximized. Relating to WI-FI connectivity, the institution has provided ample opportunity to the faculty and the students to utilize the provision to the great extent in view of present-day ICT revolution. To have extensive references, INFLIBNET has been accommodated to the faculty and the students to broaden their academic and research-oriented activities with much zest and zeal.

Provide the weblink of the institution

<https://www.gcmkadapa.ac.in/uploads/staticfiles/igac/AOAR/dist2019.pdf>

8.Future Plans of Actions for Next Academic Year

1. Training to teaching and non-teaching staff on professional developments.
2. Establishing the Studio for Audio - Video recordings.
3. To introduce online gateway payment as well student portal in Examination branch.
4. To introduce automatic report generating system for various activities.
5. Realtime Analysis

on Feedback system of all stakeholders. 6. To introduce new market oriented courses for Undergraduates. 7. To introduce Life Skill Courses and Skill Development Courses.