



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

GOVT. DEGREE COLLEGE,
SEETHANAGARAM

- Name of the Head of the institution **Dr.D.Chitti Babu**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **08832948842**
- Mobile No: **7659854317**
- Registered e-mail **jkcrjyec.seethanagaram@gmail.com**
- Alternate e-mail **principal@gdcseethanagaram.ac.in**
- Address **opp kgnm trust**
- City/Town **EAST GODAVARI**
- State/UT **ANDHRA PRADESH**
- Pin Code **533287**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **ADIKAVI NANNAYA UNIVERSITY
RAJAMAHENDRAVARAM**
- Name of the IQAC Coordinator **SHAIK DARGA MADINA**
- Phone No. **08832948842**
- Alternate phone No. **08832948842**
- Mobile **9441610055**
- IQAC e-mail address **jkcrjyec.seethanagaram@gmail.com**
- Alternate e-mail address **shaikmadina14@gmail.com**

**3. Website address (Web link of the AQAR
(Previous Academic Year)**

<http://gdcseethanagaram.ac.in/userfiles/AQAR%20Report-2019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gdcseethanagaram.ac.in/admin/uploads/news/9961mymini.jpg.php>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.02	2016	25/05/2016	24/05/2021

6. Date of Establishment of IQAC

08/06/2012

7. Provide the list of funds by Central / State Government

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
CENTRAL GOVERNMENT	NEW CONSTRUCTION AND RENOVATION AND EQUIPMENT	RUSA	2020	10000000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Internal Quality Assurance Cell represents itself in administration and academic aspects of the college to ensure and enhance quality education to students.

1.Preparation and adoption of policies, strategic plans and operating procedures for their deployment.

2.Facilitating Outcome Based Education by spelling out the Program outcomes, identification of Program specific outcomes, and course outcomes.

3.Feedback on curriculum and academic environment and other related aspects collected, analyzed and reported to Head of the Institution with recommendations for initiation of appropriate activities/measures at various levels.

4.Participation in NIRF.

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

Plan of Action	Achievements/Outcomes
Introduce of New courses	Started New Courses for 2021-2022 Academic year
Enhance skill development activities	Trained the students through JKC and enhanced the employable skills
Strengthen college website	The College Website was changed to Dynamic website
Improvement of admissions	By conducting campaign improved the students strength
Conduct Seminars	Every Department conducts webinars

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
STAFF COUNCIL	03/05/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	GOVT. DEGREE COLLEGE, SEETHANAGARAM
• Name of the Head of the institution	Dr.D.Chitti Babu
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08832948842
• Mobile No:	7659854317
• Registered e-mail	jkcrjyec.seethanagaram@gmail.com
• Alternate e-mail	principal@gdcseethanagaram.ac.in
• Address	opp kgnm trust
• City/Town	EAST GODAVARI
• State/UT	ANDHRA PRADESH
• Pin Code	533287
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	ADIKAVI NANNAYA UNIVERSITY RAJAMAHENDRAVARAM
• Name of the IQAC Coordinator	SHAIK DARGA MADINA
• Phone No.	08832948842

• Alternate phone No.	08832948842				
• Mobile	9441610055				
• IQAC e-mail address	jkcrjyec.seethanagaram@gmail.com				
• Alternate e-mail address	shaikmadina14@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gdcseethanagaram.ac.in/userfiles/AQAR%20Report-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gdcseethanagaram.ac.in/admin/uploads/news/9961mymini.jpg.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.02	2016	25/05/2016	24/05/2021
6.Date of Establishment of IQAC			08/06/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
CENTRAL GOVERNMENT	NEW CONSTRUCTION AND RENOVATION AND EQUIPMENT	RUSA	2020	10000000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	02	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Internal Quality Assurance Cell represents itself in administration and academic aspects of the college to ensure and enhance quality education to students.		
1.Preparation and adoption of policies, strategic plans and operating procedures for their deployment.		
2.Facilitating Outcome Based Education by spelling out the Program outcomes, identification of Program specific outcomes, and course outcomes.		
3.Feedback on curriculum and academic environment and other related aspects collected, analyzed and reported to Head of the Institution with recommendations for initiation of appropriate activities/measures at various levels.		
4.Participation in NIRF.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Introduce of New courses	Started New Courses for 2021-2022 Academic year
Enhance skill development activities	Trained the students through JKC and enhanced the employable skills
Strengthen college website	The College Website was changed to Dynamic website
Improvement of admissions	By conducting campaign improved the students strength
Conduct Seminars	Every Department conducts webinars
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
STAFF COUNCIL	03/05/2021
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021	19/02/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**20.Distance education/online education:****Extended Profile****1.Programme**

1.1	04
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	225
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	90
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	37
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	10
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	02
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	9
Total number of Classrooms and Seminar halls	
4.2	1.55
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Govt. Degreecollege, Seethanagaram, East Godavari District is affiliated to Adikavi Nannaya University, Rajamahendravaram, we strictly follow the syllabi of curriculum prescribed by our parent university. We plan accordingly our Teaching plans. The College implements the curriculum within the overall framework which is provided by the University. The curriculum is delivered depends on resource potential and institutional goals. Head of the institution distributes curriculum among the concerned department faculty (Heads). After receiving teaching plans of respective faculty, the heads of respective department distribute workload</p>	

among their departmental faculty. Our institution follows chalk and board teaching method to deliver information among the students. We follow purely lecture method. Our faculty is committed to use teaching aids whenever necessary to make the teaching most effective and comprehensive, our faculty delivers the content to the students in much comprehensive manner. Our faculty tries to penetrate the curriculum by running different curricular activities such as seminars, project work, tutorials, assignments, group discussion etc. This will help to understand the curriculum and to gain practical knowledge in the respective subject. To cope up with advanced knowledge we have established ICT hub. We have semester system and we are bound to complete our syllabi within the stipulated time. So that the students can be prepared to face the University examinations without any Teaching lacuna.

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

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

Continuous Internal Evaluation (CIE) system at the Institutional level:

Being affiliated to Adikavi Nannaya University, Rajamahendravaram, the college follows the evaluation structure as recommended by the university and hence has limited scope for modifying the evaluation system. At present, semester system for all levels and all facilities has been implemented by the university. Total weightage for external evaluation is 75% and for internal evaluation is 25%. The modalities followed for awarding internal marks at undergraduate levels is as follows:

Undergraduate level:

Mid Exam-1 (15 marks)

Assignments/Group Discussions/Seminars (10 marks)

Total: 25 marks

Mid Exam2 (15 marks)

Assignments/Group Discussions/Seminars (10 marks)

Total: 25 marks

The average of Mid exam 1 and 2 will be considered for internal evaluation.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

30

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

30

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Govt. Degree College, Seethanagaram, East Godavari District is

affiliated to Adikavi nannaya University, Rajamhendravaram. As per the University norms we are introduced the life skill courses and Skill Development Courses in our curriculum.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

11

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

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

16

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://gdcseethanagaram.ac.in/userfiles/stakeholder%20final.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

180

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

71

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution conducts Remedial classes for Slow learners and guidance for PG Entrance and Competetitive exams coaching to advanced learners .

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
225	10

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning etc. The Teaching - learning activities are made effective through illustration and special lectures. To acquire first-hand knowledge on the subjects and current practices students are engaged in field study. Lessons are taught through Power point presentations to make learning interesting besides oral presenting methods.

Lecture method: This conventional method is commonly adopted by all the teachers, especially language teachers. This method facilitates the teacher to interpret, explain and revise the content of a text only for better understanding of the subject by the learners. Interactive method: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, educational games, discussion and questions and answers on current affairs. ICT Enabled Teaching: ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms, E-learning resources. Virtual class room links the guest lecture of eminent persons to develop their core knowledge in the subject. The institution adopts modern pedagogy in line with emerging trends to enhance teaching-learning process. The institution has the essential equipments to support the faculty members and students.

Experiential learning o The faculty members foster learning environment by engaging in rich experiential content of teaching through experience, Teaching through demonstration, visual aids, Periodical industrial visits, Presenting papers, Analyzing case studies and Participating and conducting quiz on theory topics.

Student Seminars o The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Faculty members of the college use ICT technology to improve the teaching and learning process. LCD projectors, computer systems are used in the classrooms. You- Tube, E- mails, Whatts App group, Google classrooms, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. These applications are also used to provide online education during the covid-19 situation. wifi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads from the N-LIST. Xeroxing facility is also available in the library. Syllabus and study materials are also made available on the college website and the website of the affiliating university. Student attendance, feedback are also received online from the students and faculty members.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcseethanagaram.ac.in/admin/uploads/8585ict%20all%20dept.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

10

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

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
10	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
02	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
10	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Inter assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by the University of Adikavi Nannaya University, Rajamahendravaram.

File Description	Documents
Any additional information	View File
Link for additional information	http://gdcseethanagaram.ac.in/userfiles/2_5_1.pdf

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

Most of the grievances related to the examination are received after declaration of results by the Adikavi Nannaya University, Rajamendravaram. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to university by the convener examination committee. Each and every staff member concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Coordinator Examination for speedy Redressal of the issue. The close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. As per internal practical tests are concerned, if any student pin points any academic discrepancy viz a viz conduct of tests, the concerned teachers wholeheartedly show their concern and attention is given to the student grievances.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program Outcomes

B. A.

PO 1. The students acquire knowledge in the field of social sciences, literature and humanities which make them sensitive and sensible enough.

PO 2. The B.A. graduates will be acquainted with the social, economical, historical, geographical, political, ideological and philosophical tradition and thinking.

PO 3. The program also empowers the graduates to appear for various competitive examinations or choose the post graduate programme of their choice.

PO 4. The B. A. program enables the students to acquire the knowledge with human values framing the base to deal with various problems in life with courage and humanity.

PO 5. The students will be ignited enough to think and act over for the solution of various issues prevailed in the human life to make this world better than ever.

PO 6. Programme provides the base to be the responsible citizen.

B. Com.

PO 1.

The B. Com. graduates would be able to acquire basic and fundamental knowledge and skills for doing business and commercial activities of their choice.

PO 2. The program also empowers the graduates to appear for various competitive exams or choose a profession of their choice such as CA, CS, ICWA, MBA, M.Com etc.

PO 3. The program enables the students to acquire the accounting knowledge, management principles, retail trading, banking and insurance transactions, business economics and financial management.

PO 4. The students also acquire knowledge in the field of management accounting, corporate accounting, statistical and mathematical techniques and knowledge relating to corporate law and business laws.

PO 5. The students become capable of doing a business of their choice or choosing a profession or can become employees having basic knowledge and skill required for such activities.

B. Sc.

PO 1. The B. Sc. Programme develops scientific temperament and attitude among the science graduates.

PO 2. The qualities of a science - observation, precision, analytical mind, logical thinking, clarity of thought and expression, systematic approach, qualitative and quantitative decision making are enlarged.

PO 3. The program also empowers the graduates to appear for various competitive examinations or choose the post graduate programme of their choice .

PO 4. This programme train the learners to extract information, formulate and solve problems in a systematic and logical manner.

PO 5. This programme enables the learners to perform the jobs in diverse fields such as science, engineering, industries, survey, education, banking, development-planning, business, public service, self business etc. efficiently.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending

upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

28

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[http://gdcseethanagaram.ac.in/userfiles/sss%20final\(1\).pdf](http://gdcseethanagaram.ac.in/userfiles/sss%20final(1).pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

06

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>The college has always been in the forefront to undertake extension activities thus fulfilling its institutional social responsibility. The faculty members and counsellors at the Department/College level monitor the students' involvement in various social movements.</p> <p>The college has one NSS Unit with 50 volunteers.</p> <p>Various programs were undertaken under extension activities through NSS.</p> <ul style="list-style-type: none"> ◦ College-neighbourhood community: 	

1. Final year fast learners of our college voluntary participated in to teach IX and X class students studying in Government high school, Seethanagaram where necessary subject topics.
2. Conducting awareness camps, literacy promotion campaigns
3. Visits to old age home
4. Visits to differently abled children schools
5. Sri Sk.D.Madhina, department of commerce has delivered a number of videos on Human values, moral values and Carrier guidance.
6. Adoption of villages by NSS units
7. Motivating neighbourhood for pulse polio and COVID-19 Vaccination.

- Sensitize the faculty and students to Social issues

1. When discussing racism, sexism, or other prejudices, you may wish to open with explaining some macro-sociological concepts (e.g. institutional racism) so as to avoid impressions of "blaming" anyone in the room.
2. Teachers are developing an increasingly active role in the education of students in areas of sensitivity, including issues such as sexuality, mental health, grief and loss and child protection.
3. Women Empowerment and Protection Cell

The Cell facilitates empowerment and protection of women faculty and girl students

in the campus. The cell organizes awareness programmes on women related issues,

conducts guest lectures by Women Activists and conducts training programs for

women.

Holistic development: (PHYSICAL, EMOTIONAL, SOCIAL, SPIRITUAL, AND MENTAL)

1. International Yoga Day was observed on 21-06-2021.

2. Every Saturday 4.00pm to 5.00 pm all the college staff & students were participated in

Swachh Bharath Program.

3. The college have large ground for playing games. So every day evening students of our

College actively participated and playing games. Competitions in sports and cultural

programs are organized.

1. Massive tree plantation in college.
2. NSS day celebrations in the college.
3. Sri. Sk.D.Madhina, department of commerce trainer in Human Values and Professional Ethics and Carrier guidance acted as Resource Person for several training programs AP & Telangaana.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/

YRC etc., during the year

17

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

16

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

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities,

industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. The Time Table committee plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. whenever need arises to augment infrastructure in terms of classroom, laboratory books etc., The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extracurricular activities, parent teacher meetings, Campus Recruitment Training classes etc. It is used as an examination centre for college internal and external examinations. The college has upgraded IT infrastructure in view of the recent developments and change in technology to meet the teaching - learning requirements.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gdcseethanagaram.ac.in/userfiles/4_1_1(1).pdf

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

The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extra curricular activities. This ensures a holistic development and an all-rounded personality. Yoga class/awareness Programme: Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year and this year a one day yoga awareness Programme was conducted for the faculty and students by expert yoga trainers.

Cultural activities:

The college believes in all-round development of its students. It constantly encourages them to take part in extra-curricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen.

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

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

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

100

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The college provides students and faculty members to have access books by subject, Author, Accession no and title. The total numbers of books in library are about 10476 and number of visitors per day is 20-30. The library has browsing centre, Xerox facility. The library has also a guidance and counselling cell.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://gdcseethanagaram.ac.in/userfiles/4_2_1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.40620	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
25	
File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	

The college IT infrastructure was upgraded when special financial assistance was accorded to the college in 2020. The interactive board, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board. The whole college has been made wi-fi enabled and Public addressing system. College is also availing the leased line internet facility from BSNL.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

100

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Procedures for maintaining and utilizing physical, academic and support facilities:

1. Department Head submit their prepared budget for the purchase of items to Planning and Development Committee.
2. Budget is submitted to Principal for sanction.
3. After approval of budget, departmental head ask for three quotations from reputed suppliers.
4. All quotations are cross signed by three members of Planning and Development Committee and opened in presence of committee members and then quotations are handed over to HOD.
5. HOD prepares comparative statement and submits it to the Principal for sanction of purchase order of supplier with lowest quotation.
6. After receipts of all the items in the bills are entered in stock book and bills are submitted for payment to account section.

Policies for maintaining and utilizing physical, academic and support facilities: College has formed procedure of maintaining and utilizing physical, academic and support facilities. HOD's of individual department maintain their stock book and it is updated every year, separate stock books are maintained for recurring and non-recurring items. Stock book is maintained for physical and support facilities such as computers, furniture, lab equipment and sports equipment etc. Library: College has Central library. The library incharge asks for requirements of books to all departmental heads at the beginning of each session. Budgetary provisions for the purchase of books are made. The order for

purchase of books is placed after approval from principal. The stock of library books is maintained in manual accession register. The books are issued to students and record is maintained in issue-return register. The return of books is ensured by issuing no due certificate to students before final examination. The staff is responsible for general maintenance of class rooms, building and ground etc. The responsibility of cleaning of class room and building is given to supporting staff. Repairing and maintenance of class room benches, black boards and fans etc. are done on the basis of as and when required. Sports Equipment: Stock of sports equipment is maintained in stock book of sports department. Director of Physical Education maintain all the physical facilities with help of supporting staff. Sports materials and equipment are purchased after formal approval from principal.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gdcseethanagaram.ac.in/userfiles/4_4_2_(2).pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

212

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	http://gdcseethanagaram.ac.in/userfiles/5_1_3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
50	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
50	

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

02

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
3	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
03	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
0	

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

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

Activity of Student Council representation of students on academic administrative bodies/committees of the institution Students with academic competencies are nominated as Class representatives and students from Cultural, Sports, N.S.S, and two girl student representatives nominated by the Principal, this is the form of the composition of the Student Council. Student Volunteers disseminate information from College administration and other committees to all students. They assist the teachers in planning, organizing and executing various student-oriented activities. They act as mediators between students and teachers to share, discuss and solve their problems. Our students actively participate in cultural activities by promoting our customs and traditions. They take initiative in organizing events as varied and diverse as Rangoli Competition, Kabaddi, Cricket. Students also take active part in conducting Days like Traditional Day, Teacher's Day, Farewell functions and also take the responsibility of maintaining discipline on the Campus. Students avail of the opportunity of developing the soft skills that enhance their employability and make them more confident and presentable. All these practices show the active engagement of our students in all the activities that can lead them to overall personality development and enhance their communicative and professional skills

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

04

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has started the Renewal process of registering the Alumni Association.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of the college is "College developing into an institution of excellence ,reliable and unbaisedknowlegde, leading to enlightening of minds and help students to meet economic, social and environmental challenges and to become active participants in shaping the future world.

The mission of the college is

01. To impart quality education for all round development of students.

02. To foster interest in research and inquiry.

03. To develop community sense through extension work.

04. To inculcate moral values and leadership qualities among students.

05. To promote peace and harmony for better work. This is being translated through effective governance.

The college management is headed by the Principal and is involved in coordinating the functions of the college to its logical end. Various committes comprising members of teaching and non teaching faculty are involved in curricular and co-curricular affairs and administrative functions of the institution. The heads of the departments / subjects are authorised to monitor the routine functions at the departmental level. The administration encourages them and supports them at all levels. The leadership qualities and decision making ability are nurtured in heads of Departments. An environment of equity and democracy is setup to conduct affairs in smooth and satisfactory manner.

File Description	Documents
Paste link for additional information	http://gdcseethanagaram.ac.in/page.php?type=about&id=vision-and-mission
Upload any additional information	No File Uploaded

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

The Higher education department gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before arriving at a final decision. The Heads of Departments monitor the functioning of the various departments. The participative decision-making ensures total participation of all the people concerned. The office administration of the College is headed by the Senior Assistant under whom there are Typist, Record Assistant and other Class IV Staff. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions. Participative management: The Administration is always open to discussion with the teaching and non-teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has a perspective plan. The aspects considered for inclusion are;

1. Quality enhancement and improved teaching-learning environment.
2. Enhancement of student support systems.
3. Improved student success rate.
4. To be more innovative, industry-relevant in curriculum design and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning

process.

5. The teacher to be more of a facilitator and mentor than just a full time tutor.

6. To establish a research facilities and to nurture and develop research culture among the students and staff.

7. Life skills will be an integral part in curriculum development and delivery.

8. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

This College is governed by Commissioner of Collegiate Education, Higher Education Department of Andhra Pradesh Govt., However, the administration of Govt. Degree College Seethanagaram is the responsibility of the Principal who is directly accountable to the Commissioner of Collegiate Education. The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff. Heads of Departments The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co-curricular activities. The committees are formed at the beginning of the year and assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, etc. For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://gdcseethanagaram.ac.in/userfiles/6_2_2.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Being the Govt. college, the Andhra Pradesh Govt. offers the following welfare schemes for all its employees. Summer vacation to both teaching and non-teaching staff. The order is issued by the higher education department, which is strictly followed by the college. The government has provided Group Insurance scheme to the Staff (Teaching and Non-Teaching) of the College. This helps the staff at the times of need. Maternity (180 days) and paternity (15 days) leave. Provident fund for the employees of the college. Medical Insurance facility for the employees of the college. Casual leave of 15 days for the employees.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

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

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

07

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

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

Performance Appraisal for teaching faculty Following the UGC regulation 2010 and amendments thereof, the institution monitors performance appraisal system through submitting of ASAR (Annual Self Appraisal Report) of the teaching staff. The ASAR reflects the

details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clock works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weightage for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The ASAR's are sought at every step of up gradation / next promotion. Performance Appraisal for non teaching faculty The appointment is made through the Government of Andhra Pradesh and after joining the department as per service rules Departmental Promotion Committee (DPC) is being conducted after every 3 years. The principal concerned is being asked to give report (Annual Self Appraisal Report of last 3 years) where in the general performance, conduct, handwriting and character is being evaluated and appraised. The complaint of the involvement in any unpleasant activity, if any, is also being reflected

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the government degree college, Seethanagaram. The college undergoes an external audit conducted by higher education department and AG office. They verify and confirm all finance related document. Report of audit is submitted to higher

education department and AG office. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the principal. The copies of the audit are also preserved in the college for records.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is run by the government so the funds to be utilized are primarily allotted through the Higher Education Department of Andhra Pradesh. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The allotments are made to institution throughout financial year through the application of Comprehensive Financial Management System (CFMS). Optimum end use of the funds is made as per the rules and regulations and is subjected to audit by the government. Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under heading "Local Funds". These funds are utilized for the benefit of students and for meeting other minor expenses of the college. To ensure the optimum end use of these funds college development and purchasing committees are framed.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under: All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research. Teachers are also supported and encouraged to participate in examination evaluation processes. The poor and needy students are provided with financial aid out of the college local fund and the affiliated university does not charge any examination fee to the disabled students. The IQAC also provides guidelines, internet access and verification processes for the students to get the post-Matric scholarships. The college also provides platform for the students to participate in Intra-College and Inter-College level debates, competitions, seminars, Games and Sports etc.

Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum. All the teachers are encouraged to use audio-visual, ICT teaching aids, charts, models etc. for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching-learning process. LCD's are installed in all the classrooms of the college.

File Description	Documents
Paste link for additional information	http://gdcseethanagaram.ac.in/userfiles/IQAC%20COMMITTEE%20%20%202020-2021.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some activites of IQAC in this regard are:

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The students feedback is conducted as per the following norms:

a. All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained.

b. After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly.

c. The whole process is being operated through IQAC and no other faculty member is involved at any stage.

2. Academic monitoring: The academic monitoring committee conducts regular visit to the classes regarding the regularity and punctuality of class work. The Principal is informed on daily basis.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students wherever needed.

4. Syllabus Monitoring: The worthy principal (chairman IQAC) keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://gdcseethanagaram.ac.in/userfiles/college.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Institution shows gender sensitivity in providing facilities such as:

1.Safety and Security The Institute believes in gender equality and makes effort towards Gender sensitization. It believes that educated girls are an asset not only for the college and family but also for the whole society.

The sensitivity towards the girl students at this institute is carried as follows:

1.Safety and security Women development cell isled by a senior, confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student. Various moral and religious lectures from time to time.The female teaching faculty in particular are advised to counsel girl students in class, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation. The teachers are further instructed to counsel in cordial and

cooperative manner so that senses of belonging and loving care prevail among the student community. A good result of one to one talk, questioning, discussing comes to surface, demystifying the doubts in mental horizon of girl students. There is no report of ragging in the campus as it seems that the concept of ragging is completely erased from the minds of students. The ragging now is deemed historical and archived practice. Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	A. Complaint Box for Girls problems. B. Women Empowerment Cell gives Counselling for Girls students. C. This Institute have separate common room for girls with all facilities.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management for collecting the solid waste from nook and corner of the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the play field is collected and dumped for decomposition to be used as a source

of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. Liquid waste All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured. E- Waste management The college has minimum e-waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and hormaony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The students and employees are senitized about the constitutional obligations: values, rights, duties and responsibilities of citizens. In order to increase Human Values and Professional ethics among the students, the material was supplied to the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Institute celebrates national commemorative days like National Unity Day, Republic Day and Independence day, Accountancy Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICE 1

TITLE OF THE PRACTICE: SOUND MIND IN SOUND BODY

Context that required for the initiation of the practice:

Regular physical activity can help children and adolescents improve cardiorespiratory fitness, build strong bones and muscles, control weight, reduce symptoms of anxiety and depression, and reduce the risk of developing health conditions such as

- Heart disease.
- Cancer.
- Type 2 diabetes.
- High blood pressure.
- Osteoporosis.
- Obesity.

If we observe the students of the modern generation, most of them have no physical fitness and immunity. They are easily affected by many diseases at early age due to lack of physical and mental energy. In order to develop Physical and Mental Fitness among the students, Government Degree College, Seethanagaram resolved to conduct different activities such as games, sports, gymnasium, yoga, meditation etc.

Objectives of the programme:

The main objective of the programme is to develop physical and mental fitness among the students.

Practice

In view of developing physical and mental fitness among the students, different games and sports have been conducted through out the year. Students are encouraged to participate in Cricket, Ball Badminton, running, volley ball, long jump, high jump etc., Students were made to do physical exercises in gymnasium. The Activities like Yoga and Meditation were conducted through out the year as Best Practice.

Obstacles:

Due to financial constraints, there were no sufficient sports and games material as per the ratio of the students. But, the maximum efforts were put to make use of the opportunity with the limited sources.

Impact of the Practice:

The students developed a sense of interest in participating in games, sports, yoga, meditation etc., The students developed their physical and mental fitness.

Resources Required:

Play ground, equipment for games and sports, students and Physical Director

About the Institution :

1.Name of the Institution : Government Degree College,

Seethanagaram

2.Year of Accreditation : 2016

1. Address : Opposite KGNM Trust, Purushothapatnam Road, Seethanagaram, EG Dt, Andhra Pradesh,533287.

4.Grade Awarded by NAAC : B

1. E Mail : jkrjyec.seethanagaram@gmail.com

6.Contact Person for further : Dr. D.Chitti Babu, Principal

1. Website : www.gdcseethanagaram.ac.in

BEST PRACTICE 2

TITLE OF THE PRACTICE: POLLUTION FREE CAMPUS

Context that required for the initiation of the practice:

Cycling is one of the most sustainable modes of transportation. It has numerous benefits in the form of zero dependence on fossil fuels, zero emissions and pollution, health benefits from increased physical activity, besides being an affordable means of mobility for low-income households. For these individuals, especially in rural areas, it improves access to jobs, education, and health facilities. Additionally, by addressing low female school enrolment, it has shown immense potential to promote gender empowerment. However, despite its many benefits, bicycles in India are increasingly being used by only captive users, who do not have access to any other form of mobility.

This increasing motorization in urban and rural areas has given rise to many negative externalities such as dependence on fossil fuels, GHG emissions, congestion, pollution and the associated

health impacts. In order to minimize the costs associated with these externalities, the current and future projected travel demand needs to be served by sustainable modes of transportation like cycling.

OBJECTIVE OF THE PROGRAMME:

The main objective of the programme is to develop Environmental Consciousness among the students. The students are made aware of the disadvantages of motor vehicles. At the same time, the students are made use bicycles in the campus.

Practice :

The students and the staff are instructed to avoid motor cycles and cars in the campus every Tuesday. Everybody has to come by bicycles or on foot. No motor vehicle is allowed inside the campus. By this, there is possibility to make the campus pollution free to some extent.

Obstacles :

In the beginning, the students and the staff felt uncomfortable with this practice. But, gradually they welcomed the decision and cooperated with the system.

Impact of the Practice:

The students and the staff developed a sense of Environmental Consciousness. They started motivating their members of the family and the neighbours to use bicycles instead of motor vehicles as for as concerned.

Resources Required:

Students and the staff

About the Institution : 1.Name of the Institution : Government Degree College,

Seethanagaram

2.Year of Accreditation : 2016

1. Address : Opposite KGNM Trust, Purushothapatnam Road,

Seethanagaram, EG Dt, Andhra Pradesh,533287.

1. Grade Awarded by NAAC : B

5.E Mail : jkcrjyec.seethanagaram@gmail.com

1. Contact Person for further : Dr. D.Chitti Babu, Principal

7.Website : www.gdcseethanagaram.ac.in

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government Degree College, Seethanagaram was established in 1983-1984 by Government of Andhra Pradesh on the Eastern side of the Holy River the Godavari in East Godavari District. The College is situated in a predominantly rural and educationally backward area and is intended to meet the academic needs of students belonging to Scheduled Castes, Scheduled Tribes and Backward classes. The District Collector, East Godavari certified the same in his certificate dated 4th August, 1998. Perhaps this College had the privilege of having its own building constructed in a very short time with the generous contributions from the public in a sprawling 10 acres of land donated by not less than 120 people of this area, with the sole aim of providing education to the underprivileged youth of this region. Right in front of the famous the then Gowthami Satyagrahashram this College was established. In

the preindependence period this Ashram was visited by Mahatma Gandhiji in 1929 & 1933. Many people from this area participated in the Independence Movement. The college, affiliated to Adikavi Nannaya Univerasity, Rajamahendravaram, offers instruction in B.A, B.Com., & B.Sc. Courses . The college has a well equipped computer lab, big play ground, gymnasium, virtual class room, JKC, spacious class rooms with sufficient furniture.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Conducting sessions for improving communication skills and soft skills among the students.
- Encouraging the staff towards research and to make them attend in FDPs , Seminars and Conferences for professional development.
- The college will conduct parent teacher meeting and the alumni meetings for the betterment of amenities at college
- Implementation of blended learning through amalgamation of traditional classroom teaching with e-learning.
- Creating eco-friendly campus through imposing a ban on the use of plastics
- Giving much more importance to extra-curricular activities.
- Enhancing employability skills among the students through Jawahar Knowledge Center.
- Strengthening ICT based teaching.