



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		VISVODAYA GOVERNMENT DEGREE COLLEGE
• Name of the Head of the institution		DR. K. ARUNA KUMAR
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		08625257063
• Mobile No:		9247262230
• Registered e-mail		venkatagiri.jkc@gmail.com
• Alternate e-mail		iqac@gdcvenkatagiri.ac.in
• Address		TIRUPATI ROAD, NEAR IIHT
• City/Town		VENKATAGIRI
• State/UT		ANDHRA PRADESH
• Pin Code		524132
2.Institutional status		
• Type of Institution		Co-education
• Location		Semi-Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	VIKRAMA SIMHAPURI UNIVERSITY				
• Name of the IQAC Coordinator	G. YUGANDHAR				
• Phone No.	08625257063				
• Alternate phone No.	6381503360				
• Mobile	7013800439				
• IQAC e-mail address	iqac@gdcvenkatagiri.ac.in				
• Alternate e-mail address	venkatagiri.jkc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gdcvenkatagiri.ac.in/images/AQAR-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://gdcvenkatagiri.ac.in/documents/Academic-calenders/VGDC_Academic_Calender_2020_21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.16	2014	05/05/2014	04/05/2019
6.Date of Establishment of IQAC			02/04/2010		
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	
COLLEGE	Salaries	STATE GOVERNMENT	2020-21	21571054	
COLLEGE	General Budget	STATE GOVERNMENT	2020-21	71000	
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	4	
<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 	View File	
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)		
<p>Introduced B.Voc (MLT) program during academic year 2020-21. Trained the faculty in transacting the curriculum through online classes. Encouraged departments to conduct certificate courses and various awareness programs for the benefit of students. Organised workshop and orientation programs for upskilling faculty. Promoted research orientation among faculty members. Encouraged faculty to participate in webinars, workshops, FDPs and STTPs.</p>		
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
Introduction of vocational Under Graduate program	B.Voc (MLT) program was introduced from 2020-21. All the 30 allotted seats were filled during the year.
Conduct of workshops and trainings to staff members	Training program on e-office for non-teaching staff has been conducted on 23/11/2021. Orientation program on Revised CBCS framework was organised on 12/10/2020. Workshop on Opportunities and challenges in NEP 2020 was conducted for faculty members on 04/01/2021.
Facilitate skill oriented certificate courses	45 students completed certificate courses from TCS-iON. 20 students completed certificate courses from IBM PTech, apart from certificate courses offered by departments of English and Computer science.
Provide access to e-resources and digital content	E-Learning portal has been created providing access to numerous e-resources.
Encourage faculty members to organise field trips, industrial visits and project works	22 students have submitted project works, 66 students undertook field visits and 19 students were placed as interns.
Establish linkages with industry and service organisations	Department of Chemistry has entered into an MoU with Anvitha Lifecare Pvt. Limited. Department of Political Science tied up with Innerwheel club of Venkatagiri.
Introduction of Market oriented under graduate program	BA (English for Digital Age) program has been introduced during 2020-21 with an objective to improve employable skills among the graduates.
13.Whether the AQAR was placed before	Yes

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
CPDC	15/03/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	11/02/2022
Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	127
File Description	Documents
Data Template	View File
2. Student	
2.1 Number of students during the year	290
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	91
File Description	Documents
Data Template	View File
2.3	81

Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		27
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		0
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		16
Total number of Classrooms and Seminar halls		
4.2		282520
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		70
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

The overarching objective of our college is to transmit high quality education that suits the time and needs of its stakeholders in an innovative and effective way aiming at the all-round development of the students. Having been affiliated to Vikrama Simhapuri

University, Nellore our institution adopts the curriculum incorporated by the University and designed by Andhra Pradesh State Higher Education Council. At the outset of each academic year, the faculty of the college prepare Annual Curricular Plans of their respective subjects as per the academic calendar laid down by the university.

Preparing the Lesson Plans well in advance, the lecturers transact the lessons through both conventional and advanced ICT enabled methods of teaching. The same is recorded in the Teaching Dairy and Activity Registers maintained regularly by the faculty besides entering the same in the mobile application of Teaching Learning Process which is administered by the Commissionerate of Collegiate Education, A.P. Most of the teaching-learning process is carried out through student centric and activity- based pedagogy which includes group discussions, debates, student seminars, field trips, industrial visits, assignments, project works etc. In addition to the prescribed syllabus many add on/certificate courses are conducted by various departments for additional inputs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.1.1.pdf

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

As ours is an affiliated college of Vikrama Simhapuri University, the university frames the outline of academic calendar giving the affiliated colleges enough scope to plan and implement various activities and events that will enrich the learning experiences of the students. So, the college academic committee, under the chairmanship of the principal, holds a meeting with the staff at the beginning of every academic year and designs the institution's Academic Calendar which includes activities and events such as Induction Training and Welcome for freshers, celebration of days of National and Global Importance, Sports Meet, Educational Field Trips, Seminars, College Anniversary etc.

Conducting Continuous Internal Assessment occupies a major part in our Academic Calendar. The college Examination Controller, with the co-ordination of all department heads, prepares the Internal

Assessment Schedule in accordance with the Academic Calendar of the University. All the faculty, then, conduct Subject wise Assignments, Student Seminars, Quizzes, Group Discussions etc. in addition to the two Internal Tests as per the Annual Curricular Plans to assess and record students' performance at regular intervals. We had to be a bit more flexible in terms of strict implementation of the Academic Calendars during the COVID-19.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.1.2_academic_calendar.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	View File
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)

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

104

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

104

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics are an integral

part of ourCBCS Curriculum. Each of the first three semesters has at least one complete course on one of the above subjects.

S.No

Semester

Course on Cross-Cutting Issue

1.

I

Human Values and Professional Ethics

2.

II

Social Work Methods

3.

III

Environmental Education

4.

III

Disaster Management

5.

III

Health and Hygiene

6.

III

Personality Development and Leadership

The college has constituted a Women Empowerment Cell to deal with

gender related issues. The Cell celebrates Women's Day (March 8) and Girl Child Day (October 11) every year and organizes various Gender Sensitization programmes on Women Education, Women Empowerment, Women Rights, etc. The college Discipline Committee conducts Anti-Ragging awareness programmes.

The Eco Club and NSS Units of the college create awareness about Environment and Sustainability through activities like plantation, clean and green, wastewater management on the campus. Important days such as World Environment Day, Earth Day, Bio-Diversity Day, Water Day etc. are observed. Good practices like Plastic-free and Eco-friendly atmosphere are also implemented. Numerous competitions and activities like elocution, seminars, invited talks, essay writing, quiz, drawing and painting etc. are held.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

15

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	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

107

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.4.1.%20ATR.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**

190

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

94

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Our institution practices continuous and comprehensive evaluation process when it comes to assessment because we believe that student progress is to be monitored at regular intervals in order to modify and improve the teaching learning strategies.

We have both internal and external evaluation to ensure such assessment. At the beginning of every academic year students are divided into slow and advanced learners based on their performance in the previous semester exam.

The slow learners are adapted by the respective subject lecturers through mentor-mentee system thereby counselled and motivated at certain intervals to inclusive self confidence among them.

The slow learners are conducted remedial coaching and study hours before and after the regular class work. Several slip tests and assignments are conducted to ensure their learning.

When it comes to advanced learners ,our faculty organize various add on/certificate courses coaching for competitive exams and carried out micro project works to enhance their skills and knowledge through platforms such as JKC,APSSDC,SWAYAM,MOOCS.

We encourage peer learning where in the slow learners are assisted by the advanced learners.

File Description	Documents
Link for additional Information	https://gdcvenkatagiri.ac.in/documents/stu-supooort/Slowlearners.pdf
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
290	27

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

Our primary objective is to make them acquire skills but not just theories, concepts and facts. Therefore Our lecturers practice learning-by-doing approach wherein they conduct numerous practical sessions both in laboratory and natural settings to provide students rich hands-on experience. Likewise, all the departments organize field trips, industrial visits, aqua visits, student seminars, project works, student survey reports, assignments etc.

Our students are provided abundant opportunities to participate actively in events such as group discussions, debates, quizzes, paper presentations, celebration of various days , awareness programmes and different academic competitions. It also promotes peer learning and participative learning among them. While teaching new concepts, the lecturers use strategies of brain-storming and mind-mapping. Such strategies inculcate problem-solving skills also among them.

We present video lessons, power points, online motivational speeches, live parliament and assembly sessions etc. on the digital screens to provide diverse inputs to the learners. With the objective of creating national and global exposure, we enroll the interested in IT skill enhancing online courses offered by TCS Ion, IBM P.Tech CISCO Net academy, SWAYAM and MOOCS. Our JKC wing monitors and guides the registered candidates of the above courses for successful completion of them.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gdcvenkatagiri.ac.in/documents/stu-supoort/participative_learning.pdf

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

The institution has been dynamic in terms of adapting itself to the latest trends and tools of teaching and learning. The college is well equipped with the advanced ICT enabled teaching learning tools such as three huge smart boards, one virtual classroom, four LCD projectors, one KYAN community computer and thirty laptops. All the above equipment are connected with high speed internet for the purpose of utilizing online resources.

In view of the COVID-19 pandemic situation, the college was subscribed with G- Suite for conducting uninterrupted and recorded online classes and assessment. Our faculty prepares PPT's, video lessons, various text documents to make the classes more lively and interesting. They are also uploaded in the LMS portal which can be accessed by all the students across the state. At the same time all our students are also registered in the LMS portal to get access to make the most of the resources prepared and uploaded by subject experts across the state. Online assessment tools such as Quiziz, Kahoot, Google forms, Testmoz, etc. are used extensively by our lecturers. Regular correspondence with students is maintained through whatsapp groups administered by class teachers.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcvenkatagiri.ac.in/documents/icttools.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

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

82

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

We implement a well-devised mechanism for internal assessment which is for 25% of the total marks in every course as per the norms of VikramaSimhapuri University. We take 3 criterions into account to award these marks. Firstly, we conduct two mid-term exams with a gap of at least one month between them in each semester and take the average of them for 15 marks. Secondly, 5 marks are allotted for students' active participation in activities like Student Seminars, Group Discussions, Debates, Quizzes, Field Trips etc. and the last 5 marks are for subject assignments.

In addition to the above formal internal assessment process, our faculty conduct several other Weekly and Monthly tests in both offline and online mode to ensure that the teaching and learning are going on the right track. These tests help us to diagnose where the students are lagging behind so that we can plan Revision or Remedial classes. We also make use of online testing tools such as Quizziz, Kahoot, Testmoz, Plickers etc. to carry some these tests. Since the

institution believes that assessment should be ongoing and comprehensive, we make it an integral part of our classroom activity.

File Description	Documents
Any additional information	View File
Link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.1.2_academic_calendar.pdf

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

Since our institution is an affiliated college, internal assessment process takes place at college level itself whereas the procedure of the external examinations is taken up at the affiliating university level. However, the college takes care of all the student grievances pertaining to both the examinations resolving them within the stipulated time in an indisputable manner. The college Examination Cell, lead by one the senior faculty, is instrumental addressing all these grievances efficiently.

When it comes to Internal Assessment, the students are familiarized with all the parameters of evaluation such as Assignments, Seminars/Group Discussions/Debates/Field Trips right at the beginning of each semester. After the criterion-wise evaluation, the consolidated marks of the same are displayed on Departmental Notice Boards. Disparities are brought to the notice of the concerned course instructors who will resolve them. In case of further discrepancies, they are addressed by the concerned head of the department within three days in a fair manner. The Examination Cell or even the Principal may come to students' rescue if any further complications/complaints arise. But, no such instance has occurred in our college so far because all the faculty carry out internal assessment in an unbiased manner.

File Description	Documents
Any additional information	View File
Link for additional information	NA

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.

Outcome Based Education is one of the chief characteristics of our college. So, our primary endeavour is to communicate it well in advance to the students as well as their parents so that they can choose the programmes that suit their needs. The general outcomes of all the programmes and courses offered at the institution are framed by the affiliating university in accordance with the guidelines of APSCHE. Being an affiliated college, we incorporate them. However, the specific objectives of each course are prepared by the respective departments and the Principal approves them after making necessary suggestions. Since the lecturers involve themselves in designing the outcomes, they are well aware of them. The approved outcomes are displayed on the college website. The same are also affixed on departmental notice boards at the beginning of each semester. All the subject teachers discuss the syllabus, course outcomes and objectives in addition to the pattern of semester question papers in the initial days of each semester in order to direct the students towards achieving them. We also ensure that our teaching methods as well as assessments procedures are instrumental in fulfilling the desired outcomes by the end of each course and programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcvenkatagiri.ac.in/outcomes.php
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 evaluation of attainment of programme outcomes is done at institution level whereas the course outcomes is done at department level. These Outcomes are generally divided into two categories i.e. Skill Based Outcomes and Knowledge Based Outcomes. Activities such as Project Works, Assignments, Seminars etc. besides the practical exams, which are conducted at frequent intervals, help us evaluate the achievement of Skill Based Outcomes.

With regard to the Knowledge Based Outcomes, each subject faculty conduct several slip tests and two mid-term exams to diagnose whether the teaching and learning are going towards reaching the outcomes. In case they are not, we modify our strategies and implement the suitable techniques to reach them. When the semester

end exam results are announced, we assess how far the course outcomes are attained by the students department wise. Based on this analysis, we make decisions concerning the steps to be taken for better attainment of the course outcomes in the upcoming courses. We also take course wise students' feedback in this regard.

When it comes to the attainment of Programme Outcomes, the College Academic Committee lead by the Principal evaluates it at the end of each academic year.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcvenkatagiri.ac.in/outcomes.php

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

54

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gdcvenkatagiri.ac.in/documents/exams/Examcell_anual_report2020-21.pdf

2.7 - Student Satisfaction Survey

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

https://gdcvenkatagiri.ac.in/documents/student-satisfaction-survey/sss_2020_21.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)	View File

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

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

0

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

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

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

2

File Description	Documents
Report of the event	View File
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

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution is devoted to carve out a generation with Civic Sense and Social Responsibility. In order to achieve this objective, we involve the students in numerous Extension Activities. The NSS

units, Red Ribbon Club, Eco Club and Women Empowerment Cell of the college play crucial roles in organizing these Extension Activities.

The NSS, which educates students through Community Service and engage them for at least 240 hours in different service activities such as Campus Cleaning, Plantation, Celebration of Important Occasions, Swatch Bharath, etc.

Red Ribbon Club creates awareness on HIV and Aids, Importance of Blood Donation, Disaster Management etc. through seminars and rallies. It has taken up activities such as Blood Grouping, Human Chain, Competitions of Slogan Writing, Poster Designing etc.

The College Eco Club sensitizes students to Environmental issues by conducting activities such as Clean and Green, Waste Management, Rain Water Harvesting etc. It observes various days of importance and create Ecological Consciousness.

Women Empowerment Cell organizes seminars, awareness meetings, rallies etc. to aware the girl students of human rights, women rights child marriages etc. It also promotes self-respect, self-sufficiency, self-defense and dignity among them.

The college coordinates with different NGO's, Public Servants and the people of neighborhood.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iii/Extension-Activities-compressed.pdf
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

1

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

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

16

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

545

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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college, which is set up in an expanse of 18 acres, has a rich academic ambiance with all the necessary infrastructural facilities. The building is in two floors in which the ground floor accommodates the Administrative Block, Science Wing (Labs of Physics, Chemistry, Botany, Zoology and Computer Science) and Commerce Wing.

- All the classrooms are well-ventilated and comfortably

furnished.

- There are 3 Digital Classrooms with huge Smart Boards and Sound System to transact ICT enabled lessons.
- A Virtual Classroom gives access to various online content delivery platforms and live conferences.
- All the science laboratories are well-equipped with advanced tools.
- JKC cum ELL lab consists of 30 computers and a KYAN.
- APSSDC Lab has 30 laptops which are issued to students when they attend online certificate courses.
- There are enough number of LCD's, printers, scanners and computers to fulfill all the academic and administrative needs.
- Computer Lab consists of computers and all the campus is Wi-Fi enabled.
- College Library contains over 31,111 volumes in addition to the access to INFLIBNET-NLIST e-resources. For remote access VGDC Library developed E-Learning portal for staff and students to access e-Resources.
- We have a fully furnished Gym besides all the necessary games and sports equipments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/1.Physical_facilities.pdf

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

As the institute aims at the all-round development of its students, we give due importance to cultural activities, games and sports. In addition to organizing regular college events, the college hosts several District, Inter Collegiate and University level sports and cultural meets. We have the following requisite facilities and personnel to promote them.

- A vastly experienced and well qualified Physical Director
- A large playground of 2.5 acres
- Separate tracks for various athletic events
- Game courts for Volleyball, Ball Badminton, Kho-Kho, Shuttle, Kabaddi and Tennis-coit
- Adequate number of boards for Chess, Caroms and Table Tennis.

- Sports kits of Cricket, Volley Ball, Shuttle, Ball Badminton etc.
- A well equipped Gymnasium
- Two spacious conferences halls are used for Yoga training and cultural events
- An Open-Air Stage and good sound systems for conducting events like Anniversary and Cultural days

Sports uniforms and tools required for cultural events are available

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/2. Cultural and Sports facilities.pdf

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/3. ICT class rooms.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

Library automation is processing with e-Granthalaya-4.0 version and enterprise edition of National Informatics Centre, New Delhi. The e-Granthalaya is a Digital Platform developed by National Informatics Centre, Ministry of Electronics and Information Technology, Government of India for Government Libraries. Under the platform, NIC provides a complete ICT solution with integrated Library Management Software, Digital Library Module, and Cloud hosting environment.

E-Granthalaya is useful to transform traditional libraries to e-Library with Digital Library Services which includes, automation of in-house activities of libraries, digital library integration, and to provide various online member services using Single Window Access System.

Annual membership of INFLIBNET-NLIST is paid which give access to e-resources like e-Journals and e-books.

The college librarian has developed a Google site to access categorized online e-resources from available Internet Open Access Resources by developing through ELearning Portal via College website. Which provides National Digital Library of India (NDL), SWAYAM, CCE, Swayam Prabha, Shodh Sindhu, N - List, e- Pathshala, MHRD virtual labs and Spoken Tutorial by IIT Bombay and subject wise e-Books, Subject wise e-Journals, e-dictionaries, e-encyclopedias, e- Competitive exam resources , e-Atlases etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/view/vgdclibrarye-learningportal/nlist-subscription?authuser=1

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

10400

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has abundant IT infrastructure which is regularly reviewed and frequently updated as per the requirements of its stakeholders.

- We could set up 3 Smart Classrooms, 1 Virtual Classroom, and two seminar halls with ICT facilities with the grants of RUSA.
- 7 of our classrooms have LCD facilities and five of them are Wi-Fi enabled as well.
- A Computer lab and an English Language Lab (ELL) with 30 computers each in addition to 30 laptops provided by the APSSDC are available for students' use.
- All the departments have at least one computer and a printer for regular academic and administrative purposes.
- The whole college campus is Wi-Fi enabled with 3 Broadband connections and three routers. The internet bandwidth is increased every year and at present it is at 100 MBPS speed.
- All are faculty are good at using ICT enabled methods of teaching and they keep updating themselves by attending various Orientation/Refresher/Faculty development programmes.
- The library is equipped with INFLIBNET-NLIST e-resources.
- There are 3 advanced biometric devices to capture the attendance of the faculty as well as students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/5. IT facilities.pdf

4.3.2 - Number of Computers

70

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

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

282520

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

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

The organization follows certain effective systems and procedures to utilize, maintain, monitor and update all the physical, academic and support facilities. Various academic and administrative committees involving both the teaching and non-teaching faculty to ensure smooth functioning of the institute with transparency.

The Finance Committee headed by the Principal takes care of the

utility of the Restructured Course fee and funds received under different heads for the maintenance of college infrastructure. The repairs and renovation works of the building, electricity, classrooms, water facility are looked after by the committee.

The Purchase Committee consults the heads of all departments and laboratory in charges to enlist the required indent which is purchased as per the govt. norms. The Stock Registers of departments and labs are duly maintained by the concerned heads and the same are verified every year during Annual Audit.

The librarian procures the required books based the proposals of the H.O.D's utilizing the funds from Restructured Fee and SC, ST Book bank. The Physical Director looks after the purchase and maintenance of the sports complex.

The NSS coordinator maintains greenery on the campus while the sweepers and gardener ensures cleanliness.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/6. Campus Maintaining Facilities.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

195

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

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

C. 2 of the above

File Description	Documents
Link to institutional website	https://gdcvenkatagiri.ac.in/documents/naac/c-v/Capacity_building_and_skill_enhancement.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

170

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

170

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	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)	View File

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

Our organization has constituted an active student council that comprises of representatives from all classes to imbibe the qualities of leadership, team spirit, decision making, problem solving, organization and sense of responsibility.

Students are also placed in various college level committees-

Class Committees

The committee often meets to discuss mainly the academic issues

related to all the courses of the programme and provides constructive feedback to the respective subject faculty.

Cultural Committee:

A college cultural committee is set up at the beginning of every academic year to plan and perform various cultural events.

Sports Committee

The institution has sports infrastructure including various game courts, sport tracks and also a gymnasium. The committee offers coaching for various intercollegiate, university, zonal and national level competitions.

Discipline Committee

Some of the students are involved in college discipline committee which is headed by college P.D. This committee ensures order and discipline in the college.

NSS & NCC

These two committees are constituted mainly with student volunteers willing to take part in community development and military services. These committees play a vital role in creating awareness about various social issues by organizing various rallies, relief fund collections, special camps etc.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-v/student_council.pdf
Upload any additional information	View File

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a registered alumni association that gathers together at least twice a year to create and sustain cordial affinity between the present and former students of it. It has rich alumni network with its old students. The alumni helps the institution in the following ways.

Providing Infrastructural facilities

The college alumni has been proactive in contributing much needed infrastructural facilities such as furniture, sports accessories, drinking water etc. For instance, they arranged an R.O Plant worth Rs. 52000/- with the help of Smt. Mallamma in October, 2021.

Promote Admissions

Our alumni association is quite active in increasing the admissions of the institute not only through words of the mouth advertising but also by creating positive buzz on the social media platforms.

Mentorship and Career Guidance

The alumni members working in the academic sector are invited for guest lectures. Such invited talks from the former students motivate and inspire the present learners in addition to gaining vast knowledge and experiences from them.

Training and Coaching

Some of the alumni volunteered to take up the responsibility of giving physical training coaching to the students for various competitive exams such as CRPF, Police and Army services.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/Alumni/Alumni.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To nurture young minds towards academic excellence and social relevance, relying on the principles of scientific temper, ethical perseverance and patriotism, in order to shape them as responsible citizens of the 21st century.

Mission:

- To disseminate holistic education with emphasis on life and career skills.
- To leverage digital tools for the alleviation of socio-economic and educational backwardness among students.
- To provide outcome-based education for fulfilling the aspirations of both the individual and the nation.

Headed by the principal, the college fraternity adheres to the academic calendar. Besides, we are guided and oriented by the AP CCE and Vikrama Simhapuri University. The CPDC and the Staff Council are instrumental in materialising the vision of the college.

The following initiatives helped to stay in tune with the mission statements.

- Implementation of revised CBCS framework which incorporates life skill courses, skill development courses.
- Caters to the educational needs of the marginalised sections, as the majority students in the college are from SC, OBC and ST categories.
- Usage of ICT tools in teaching and learning process.
- Students participation in co-curricular activities helps to achieve academic excellence.
- Active participation in extra-curricular activities through NCC, NSS, Eco-club, Women Empowerment cell, Youth Red Cross

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-college.php
Upload any additional information	View File

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

The governance structures are decentralized and all the stakeholders are taken into confidence. As a result, the leadership is empathetic and administration is efficient.

Administrative structures were well established and personnel roles were well defined. Principal discharges his duties based on the recommendations of various committees constituted annually. IQAC, CPDC, Staff Council, Restructured fee committee are some of the key committees. Minutes and resolutions of these committee meetings are circulated to all the faculty members.

At department level, the head convenes departmental meetings to draft curricular plans and other academic activities. The departments have freedom to undertake various activities. Every faculty member is well informed about all the proceedings and procedures.

Student interests are duly considered in the decision making process. Class representatives were nominated from every class based on their academic merit and active participation. Student council consists of all the class representatives and it is included in the

decision making process.

Feedback from all the stakeholders is collected, analysed and appropriate actions are taken in consultation with respective committees. Thus, the institution practices decentralization principle and participatory model to foster unity in vision and integrity in action through collaboration among stakeholders.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/VGDC_Committees_2020-21.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In order to realise the vision of the college, college prepares academic calendars according to the guidelines given by the affiliating university and APCCE. Accordingly, the college is administered by the Principal along with IQAC and various committees.

Primary objective is to reorient the teaching learning process in the context of COVID-19 pandemic. In the near future, the college aspires to become the leading educational institution in the region which can produce employment ready graduates. In the long run, the college strives to emerge as the educational hub offering diverse courses.

As the college plans to introduce PG courses from 2022-23, there will be shortage of classrooms. Hence, it is resolved to prepare proposals for additional classrooms under RUSA 3.0 or Naadu- Nedu of state government. In addition, 12 acres of campus is remaining unutilised. Therefore, plans are delved for landscaping of campus. Faculty are promoted to undertake research activities and to apply for MRPs from various funding agencies.

It is worked out to improve employable skills among students through certificate courses from CISCOs NetAcademy, TCS iON and JKC. The overall quality of the college has to be enhanced in tune with the quality standards set by ISO.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/RUSA-DPR.pdf
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.

As the college is a public institution, all the constitutional principles and government mandates are strictly followed. Accountability, Responsiveness and Transparency are the hallmarks in the functioning of the college.

From the organogram of the college it is evident that there is well delved administrative structure and the service rules of the Government of Andhra Pradesh ensures that the personnel discharges their duties effectively. The functioning of the college is guided by the Affiliating university and APCCE.

At the college level, the Principal acts as the academic and administrative head. He delegates his powers to various committees such as IQAC, Admission Committee, Academic Committee, Examination committee, NSS Committee, Library Committee, Time-table Committee, Grievance Redressal Cell, Anti-Ragging Committee, etc.

The administration of the college is governed by the service rules and procedures of Government of Andhra Pradesh. APSCHE is the statutory body of the government to take policy decisions. Whereas, the CCE and principal oversees the functioning of the college.

Recruitment of faculty is done by APPSC and supporting staff are recruited by the government through various modes. Accordingly CCE/RJDCE issues appointment proceedings. Promotions and Career Advancement Schemes (CAS) will be taken up by the CCE as per UGC guidelines.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/cpdc/CPDC-2020-2021.pdf
Link to Organogram of the Institution webpage	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/6.2.2_1551502146_2237_organogram.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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college takes all the possible effective welfare measures for both the teaching and non-teaching staff.

Health Welfare:

- o 20 Medical leaves per year which are carried forwarded if not availed.
- o 5 additional leaves per year, paid maternity leave for 6 months for the first two deliveries and 14 days of tubectomy leave for women.
- o Male employees are eligible for 15 days of paternity leave and 7 special leaves when their wives undergo tubectomy
- o Health Card and Medical Reimbursement facilities for families

Child Care Measures

- 180 days of child care leave for women which can be availed with intervals on need basis.
- Fee reimbursement of 2,500/rs per year for children educational fee

Professional Growth

- Several in service trainings are conducted for professional growth.
- Increments for procuring higher qualifications like M.Tech, M.Phil and Ph.D for teaching faculty
- Higher Education Leave for both teaching and non-teaching staff.
- Periodical increments, promotions, AAS or CAS

Financial Welfare

- 6 and 30 Earn Leaves respectively for teaching and non-teaching staff per year
- Insurance policies like APGLI and GIS
- PF, family pension, gratuity and commutation of pension

General Welfare

- Staff Club to promote healthy relations and to celebrate multicultural festivals.
- Recreation facilities in college

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/6.3.1-leave-rules.pdf
Upload any additional information	View File

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

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

0

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

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

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

3

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

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

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

22

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

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

The performance appraisal system for the teaching staff is two folded. First, internal assessment is carried out by the Principal and IQAC by collecting feedback from the students and parents at the end of every academic year. The Principal makes necessary suggestions if improvement is required.

The second appraisal system is known as Academic Audit during which external examiners visit all the departments and examine the performance of individual faculty by verifying the records, registers and reports of the activities. At the end of the audit the examiners award grades/ranks to the individuals as well to the college based on the UGC prescribed formats of Annual Performance Indicators. Both the internal and external assessments look into the individual's involvement in Extension activities, Research contributions in addition to their academic performance.

The performance appraisal for the non-teaching staff is assessed by the principal by collecting necessary reports from the concerned Heads of the Departments they are affiliated to. The reports of the appraisal is sent to RJD Guntur and the same will be considered during the promotions and transfers of the non-teaching staff.

File Description	Documents
Paste link for additional information	http://apcce.gov.in/ASAR2021
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institute maintains financial transparency in all aspects of administration. Funds received from various sources are utilized solely for the benefit of the stakeholders in a fair and explicit manner following the resolutions taken by various committees of the college. The receipts, vouchers and utilization certificates are obtained from the concerned agencies and are updated duly in the records and registers maintained by the persons in charge. They are verified and audited at regular intervals both by internal and external committees.

The internal audit is taken up thrice in a year by the financial committee of the institute headed by the Principal. The committee verifies the stock registers in addition to the income and expenditure statements of all departments and various wings such as RUSA, UGC, Exam Cell, CPDC, Alumni, Scholarship, DRC etc. and any discrepancy is brought the notice of staff council to initiate appropriate actions. However, no such disparity is found so far.

The external audit is carried out once a year by both the department and the govt. of A.P. The Audit General team of A.P and RJDCE team appointed by the CCE AP audited the income and expenditure statements of 2020-21.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/Expenditure-Audit-2020-21_compressed.pdf
Upload any additional information	View File

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

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

0.52

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

- It being a government college of Andhra Pradesh most of the institute's regular funds are received from the state govt. The salaries of both the teaching and the non-teaching staff and general maintenance expenditure is met from this source.
- Second important source is UGC which sanctions grants based on our NAAC grade.
- RUSA is yet another significant sponsor of funds for the development of the institution. The college received a fund of 2 crore rupees in 2017 with which we could build 2 conference halls and 2 additional classrooms besides equipping the institute with 3 Digital classrooms with huge Smart Boards. A solar power generating system is also installed with these grants.
- Tuition free from the student is also a potential financial resource for the institute. We often mobilize students to pay the fee in time and utilize the same scrupulously for providing them rich and diverse learning experiences.
- The institute approaches several donors, NRI's and alumni members for funds mainly in the form of required facilities or tools.
- All the funds received are utilized to the core for the benefit of the students and the utility and audit certificates are submitted to the concerned authorities in time.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/RUSA-DPR.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Since providing need based quality education is the primary motive of the institution, it is very essential to adopt appropriate pedagogical tools. Especially, the academic year 2020-21 posed new challenges to us owing to the COVID-19 pandemic situation. We had to adopt different online teaching-learning tools and methodologies as 80% of the class work was carried out through online mode due to lockdown restrictions.

The IQAC organized several training sessions on using online teaching platforms such as Zoom, Teachmint, Google Classroom and Google Meet. Further, the institute provided laptops and internet connectivity for the required faculty to carry out the online classes effectively. After resumption of offline classes it is resolved to execute blended learning strategies for better learning outcomes.

Generally, the learning outcomes of each course are framed at the beginning of each semester. Based on them all the lecturers prepare Annual Curricular Plans and Lesson Plans. We execute them accurately and at the end of each semester we assess whether the intended learning outcomes are achieved by the students. If they can't, the individual faculty sorts out the alternative methodologies to be implemented for the upcoming batches.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-iqac.php
Upload any additional information	View File

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

Visvodaya Government Degree College has robust mechanism to review its functioning and operations. IQAC plays a pivotal role in streamlining processes, structures and methodologies. Various quality enhancement initiatives are brought into force for improving learning outcomes.

Annually, the internal and external academic audits are conducted. Periodically, departmental reviews are conducted to monitor the

progress. At the college level, Academic, Administrative and Developmental Performance Indicators of the Institution (AADPI) is reviewed by the RJDCE every year. Similarly, the Academic Performance Indicators (API) of the lecturers is also reviewed by the Principal.

Feedback mechanism from stakeholders and the action taken reports of the IQAC are instrumental in filling the gaps. The annual academic calendar guides in transacting the curriculum as per norms. The departmental records and reports are key indicators for the incremental changes brought in the functioning of the college. Extension activities, result analysis, on the job trainings, industry linkages and placements are periodically conducted to enhance learning outcomes.

Above all, IQAC provides orientation and guidance to all the stakeholders for ensuring effectiveness and efficiency in the teaching learning process.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-igac.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gdcvenkatagiri.ac.in/about-igac.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women Empowerment Cell which is instrumental in promoting gender equity in all respects. The cell prepares the Annual Gender Sensitization Action Plan at the outset of every academic year aiming at an inclusive, gender-responsive workforce. Accordingly, the Cell organizes seminars, awareness meetings, rallies etc. to sensitize the students about human rights, women rights and reservations, anti-dowry, child marriages etc.

A) Safety and Security

The college takes all the necessary safety measures to create a free and secured environment for the female students, lecturers and non-teaching faculty. We have a strong compound wall, two watchmen, CC camera surveillance that prevent the entry of anti-social elements. The discipline committee and the anti-ragging cell ensure internal safe keeping.

B) Counselling

To nourish the adolescent female minds, the Women Empowerment Cell organises frequent counselling sessions in groups as well as to individual girls. We also invite guest talks from eminent women to inculcate strong values, positive attitude and emotional intelligence among them.

C) Common Rooms

The women faculty have separate staff room with attached washroom

facility. The girl students have a waiting hall to stay at in case of any sickness or inconvenience. They are also provided free sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://gdcvenkatagiri.ac.in/documents/Gender-Sensitisation-action-plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdcvenkatagiri.ac.in/documents/naac/c-vii/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institute tries its level best to reduce the wastage of valuable resources like water, electricity, gas, paper and we have a sound mechanism to manage the unavoidable wastage.

Solid Waste Management

- Every classroom, lab and main corridor has a dustbin to discard the waste materials.
- Use of Bio-degradable solid materials is encouraged and such waste is collected for Vermi-composting.
- The municipal authorities collect non-degradable solid waste.
- Awareness signboards are placed at important corners to promote cleanliness.

Liquid Waste Management

Liquid waste is formed mainly in the science laboratories. Most of it is directed to the plants and trees present right in front of the labs while the chemicals mixed liquid waste is dumped in a small pit. The college has a rain water harvesting pit into which the rain water is channelized. RO reject water and overflowing water from the overhead tanks is directed to Botanical Garden and is used for its maintenance

E- Waste Management

The college tries to avoid e-waste by repairing the damaged computer and electrical products time to time. In case they can't be repaired, they are exchanged for new products. We seek the permission of AP CCE to auction sale the dilapidated computers.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gdcvenkatagiri.ac.in/documents/naac/c-vii/7.1.3_.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	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).

'Integration and involvement of all stakeholders alike' is the main principle exercised by the college management to create an inclusive working and learning environment on the premises. Mutual respect, individual freedom, self-identity, self-respect and equal recognition are practised among the staff and the students. The following initiatives are followed in the college to promote an inclusive atmosphere.

- Individual's interests and skills but not the diversities that are considered in assigning duties and activities.
- Uniform for students and certain dress code for staff are implemented.
- Positive and unbiased classroom atmosphere is observed.
- Students' diversities of ethnicities, religion, caste, sex, economic backgrounds, learning levels are valued and embraced
- Multiculturalism is encouraged through numerous cultural activities

and student interactions are emphasized.

- Though we don't celebrate religious festivals, we observe public and optional holidays on all important festivals of Hindu, Muslim and Christians alike which signifies equal respect and tolerance among all religions.
- The Muslim and Christian students as well as staff are given special permissions to observe fasting during the Ramjan and Christmas months
- Any kinds of atrocities against minorities of religion, caste, sex, disability etc. are viewed seriously and the offenders are punished as per law.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The organisation carries out various curricular, co-curricular and extra-curricular activities to sensitize its stakeholders to the constitutional obligations of values, rights, duties and responsibilities. Our first semester curriculum contains a Foundational Course on Human Values and Professional Ethics in which most of these elements are dealt with in greater detail. Our language teachers deal with this paper in such a way that all these values are imbibed in the students rather than enabling to pass out in the exam. Most of the teaching is done through discussions on current issues related the obligations.

We celebrate all the national important occasions such as Independence Day, Republic Day, Constitutional Day, Voters' Day, Human Rights Day, Dr. B. R. Ambedkar's Birthday etc. during which we create awareness of the above elements. We also conduct several competitions like essay writing and elocution in which students present their knowledge of the values, rights and responsibilities.

The NSS and NCC wings of the college promote the fundamental duties and responsibilities of citizens by organising different camps and training sessions. NSS creates a sense of social responsibility and civic sense while NCC inculcates patriotic fervour and militaristic responsibilities among them.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, B. Any 3 of the above

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

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

Promoting national integrity, peace, harmony, tolerance and universal brotherhood through education is one the core values practised by the college. So, we celebrate several national and international commemorative days, events and festivals with due respect and importance.

- Participation in the celebration of Indian Independence Day and Republic Day is mandatory for all staff and staff. Various competitions are conducted for students
- Birthdays of Gandhiji, Nehru, Sardar Patel, Dr. B.R Ambedkar, Bagath Singh, Tanguturi Prakasam, Potti Sriramulu etc. are commemorated every year to commemorate their sacrifices.
- Telugu department celebrates both Internal Mother Tongue Day and National Telugu Day while the department of English celebrates International English Day.
- Political Science department observes Indian Constitution Day and National Voters day.
- Science Departments mark the importance of both national and international science days while National Mathematics Day and Sports Day are celebrated by the respective departments.
- Though we don't celebrate religious festivals, we observe

public and optional holidays on all important festivals of Hindu, Muslim and Christians alike which signifies equal respect and tolerance among all religions.

- The Muslim and Christian students as well as staff are given special permissions to observe fasting during the Ramjan and Christmas months.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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.

We strive to put ourselves in the forefront to serve the student interests along with community interests. Accordingly, we have initiated twopractices, namely, VGDC_Library: e-Learning Portal and Save to Serve.

In the context of COVID-19 pandemic, teaching learning process has been hampered adversely. In order to empower the students and provide reliable access toknowledge, the Department of Library sciences has designed VGDC_Library: e-Learning Portal. In this portal, subject wise e-journals, e-books, e-dictionaries, e-encyclopedias, employment newspaper, e-resourcesfor competitive examinations, e-magazines, college newsletters, news clippings, e-atlases, etc. were made available. This initiative enabled the students through remote learning process. Portal can be accessed using the link : <https://sites.google.com/view/vgdclibrarye-learningportal/home>.

Save to Serve is another initiative based on the principle of 'Giving back to society'. Department of Economics started this practice to inculcate social service among students and to support downtrodden people in our vicinity. Initially, it was started by the first year BA students and later on it was scaled up to the college level activity. Periodically, the collected funds are utilised for donating books and stationery to the downtrodden people of our region. Till now, Rs.15000/- were collected and its equivalent

materials were distributed to the needy.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The college tries to uphold the quality in terms of infrastructure, personnel, materials and methods. At present, sufficient infrastructural facilities such as classrooms, laboratories, computers, library and ICT enabled teaching learning equipment etc. are available to disseminate the required knowledge skills. Blended mode of teaching has been extensively used in the post COVID period.

We have as many as 27 lecturers who have been appointed through fair means of selection process. The student-teacher ratio is 12:1. 10 out of 27 lecturers possess Ph.D degrees while the remaining are qualified with NET/SET. All of them are experienced and highly dedicated towards realizing our vision. They often undergo in service trainings such as Orientation Programmes, Refresher Courses, FDP's to update their knowledge and skills.

Our faculty implement student centric pedagogical techniques. The experiment based demonstrations and application based methods that we follow enable the learners gain real time working experience. We also conduct several add on certificate courses as well as skill development courses for them in order to acquire life skills and job skills and to empower them. This is evident from our alumni who hold respectable positions in various public and private sectors.

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

The overarching objective of our college is to transmit high quality education that suits the time and needs of its stakeholders in an innovative and effective way aiming at the all-round development of the students. Having been affiliated to Vikrama Simhapuri University, Nellore our institution adopts the curriculum incorporated by the University and designed by Andhra Pradesh State Higher Education Council. At the outset of each academic year, the faculty of the college prepare Annual Curricular Plans of their respective subjects as per the academic calendar laid down by the university.

Preparing the Lesson Plans well in advance, the lecturers transact the lessons through both conventional and advanced ICT enabled methods of teaching. The same is recorded in the Teaching Dairy and Activity Registers maintained regularly by the faculty besides entering the same in the mobile application of Teaching Learning Process which is administered by the Commissionerate of Collegiate Education, A.P. Most of the teaching-learning process is carried out through student centric and activity- based pedagogy which includes group discussions, debates, student seminars, field trips, industrial visits, assignments, project works etc. In addition to the prescribed syllabus many add on/certificate courses are conducted by various departments for additional inputs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.1.1.pdf

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

As ours is an affiliated college of Vikrama Simhapuri University, the university frames the outline of academic calendar giving the

affiliated colleges enough scope to plan and implement various activities and events that will enrich the learning experiences of the students. So, the college academic committee, under the chairmanship of the principal, holds a meeting with the staff at the beginning of every academic year and designs the institution's Academic Calendar which includes activities and events such as Induction Training and Welcome for freshers, celebration of days of National and Global Importance, Sports Meet, Educational Field Trips, Seminars, College Anniversary etc.

Conducting Continuous Internal Assessment occupies a major part in our Academic Calendar. The college Examination Controller, with the co-ordination of all department heads, prepares the Internal Assessment Schedule in accordance with the Academic Calendar of the University. All the faculty, then, conduct Subject wise Assignments, Student Seminars, Quizzes, Group Discussions etc. in addition to the two Internal Tests as per the Annual Curricular Plans to assess and record students' performance at regular intervals. We had to be a bit more flexible in terms of strict implementation of the Academic Calendars during the COVID-19.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.1.2_academic_calendar.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	View File
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)

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

104

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

104	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>Cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics are an integral part of ourCBCS Curriculum. Each of the first three semesters has at least one complete course on one of the above subjects.</p> <p>S.No</p> <p>Semester</p> <p>Course on Cross-Cutting Issue</p> <p>1.</p> <p>I</p> <p>Human Values and Professional Ethics</p> <p>2.</p> <p>II</p> <p>Social Work Methods</p> <p>3.</p> <p>III</p> <p>Environmental Education</p> <p>4.</p>	

III

Disaster Management

5.

III

Health and Hygiene

6.

III

Personality Development and Leadership

The college has constituted a Women Empowerment Cell to deal with gender related issues. The Cell celebrates Women's Day (March 8) and Girl Child Day (October 11) every year and organizes various Gender Sensitization programmes on Women Education, Women Empowerment, Women Rights, etc. The college Discipline Committee conducts Anti-Ragging awareness programmes.

The Eco Club and NSS Units of the college create awareness about Environment and Sustainability through activities like plantation, clean and green, wastewater management on the campus. Important days such as World Environment Day, Earth Day, Bio-Diversity Day, Water Day etc. are observed. Good practices like Plastic-free and Eco-friendly atmosphere are also implemented. Numerous competitions and activities like elocution, seminars, invited talks, essay writing, quiz, drawing and painting etc. are held.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

15	
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	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
107	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gdcvenkatagiri.ac.in/documents/naac/c-i/1.4.1.%20ATR.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

190

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

94

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Our institution practices continuous and comprehensive evaluation process when it comes to assessment because we believe that student progress is to be monitored at regular intervals in order to modify and improve the teaching learning strategies.

We have both internal and external evaluation to ensure such assessment. At the beginning of every academic year students are divided into slow and advanced learners based on their performance in the previous semester exam.

The slow learners are adapted by the respective subject lecturers through mentor-mentee system thereby counselled and motivated at certain intervals to inclusive self confidence among them.

The slow learners are conducted remedial coaching and study hours before and after the regular class work. Several slip tests and assignments are conducted to ensure their learning.

When it comes to advanced learners ,our faculty organize various add on/certificate courses coaching for competitive exams and carried out micro project works to enhance their skills and knowledge through platforms such as JKC,APSSDC,SWAYAM,MOOCS.

We encourage peer learning where in the slow learners are assisted by the advanced learners.

File Description	Documents
Link for additional Information	https://gdcvenkatagiri.ac.in/documents/stu-support/Slowlearners.pdf
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
290	27

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

Our primary objective is to make them acquire skills but not just theories, concepts and facts. Therefore Our lecturers practice learning-by-doing approach wherein they conduct numerous practical sessions both in laboratory and natural settings to provide students rich hands-on experience. Likewise, all the departments organize field trips, industrial visits, aqua visits, student seminars, project works, student survey reports, assignments etc.

Our students are provided abundant opportunities to participate actively in events such as group discussions, debates, quizzes, paper presentations, celebration of various days , awareness programmes and different academic competitions. It also promotes peer learning and participative learning among them. While teaching new concepts, the lecturers use strategies of brainstorming and mind-mapping. Such strategies inculcate problem-solving skills also among them.

We present video lessons, power points, online motivational speeches, live parliament and assembly sessions etc. on the digital screens to provide diverse inputs to the learners. With the objective of creating national and global exposure, we enroll the interested in IT skill enhancing online courses offered by TCS Ion, IBM P.Tech CISCO Net academy, SWAYAM and MOOCS. Our JKC wing monitors and guides the registered candidates of the above courses for successful completion of them.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gdcvenkatagiri.ac.in/documents/stu-supooort/participative_learning.pdf

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

The institution has been dynamic in terms of adapting itself to the latest trends and tools of teaching and learning. The college is well equipped with the advanced ICT enabled teaching learning tools such as three huge smart boards, one virtual classroom, four LCD projectors, one KYAN community computer and thirty laptops. All the above equipment are connected with high speed internet for the purpose of utilizing online resources.

In view of the COVID-19 pandemic situation, the college was subscribed with G- Suite for conducting uninterrupted and recorded online classes and assessment. Our faculty prepares PPT's, video lessons, various text documents to make the classes more lively and interesting. They are also uploaded in the LMS portal which can be accessed by all the students across the state. At the same time all our students are also registered in the LMS portal to get access to make the most of the resources prepared and uploaded by subject experts across the state. Online assessment tools such as Quiziz, Kahoot, Google forms, Testmoz, etc. are used extensively by our lecturers. Regular correspondence with students is maintained through whatsapp groups administered by class teachers.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdcvenkatagiri.ac.in/documents/ict_tools.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

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

82	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

We implement a well-devised mechanism for internal assessment which is for 25% of the total marks in every course as per the norms of VikramaSimhapuri University. We take 3 criterions into account to award these marks. Firstly, we conduct two mid-term exams with a gap of at least one month between them in each semester and take the average of them for 15 marks. Secondly, 5 marks are allotted for students' active participation in activities like Student Seminars, Group Discussions, Debates, Quizzes, Field Trips etc. and the last 5 marks are for subject assignments.

In addition to the above formal internal assessment process, our faculty conduct several other Weekly and Monthly tests in both offline and online mode to ensure that the teaching and learning are going on the right track. These tests help us to diagnose where the students are lagging behind so that we can plan Revision or Remedial classes. We also make use of online testing tools such as Quizziz, Kahoot, Testmoz, Plickers etc. to carry some these tests. Since the institution believes that assessment should be ongoing and comprehensive, we make it an integral part of our classroom activity.

File Description	Documents
Any additional information	View File
Link for additional information	https://gdcvenkatagiri.ac.in/documents/naa/c/c-i/1.1.2_academic_calendar.pdf

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

Since our institution is an affiliated college, internal assessment process takes place at college level itself whereas the procedure of the external examinations is taken up at the affiliating university level. However, the college takes care of all the student grievances pertaining to both the examinations resolving them within the stipulated time in an indisputable manner. The college Examination Cell, lead by one the senior faculty, is instrumental addressing all these grievances efficiently.

When it comes to Internal Assessment, the students are familiarized with all the parameters of evaluation such as Assignments, Seminars/Group Discussions/Debates/Field Trips right at the beginning of each semester. After the criterion-wise evaluation, the consolidated marks of the same are displayed on Departmental Notice Boards. Disparities are brought to the notice of the concerned course instructors who will resolve them. In case of further discrepancies, they are addressed by the concerned head of the department within three days in a fair manner. The Examination Cell or even the Principal may come to students' rescue if any further complications/complaints arise. But, no such instance has occurred in our college so far because all the faculty carry out internal assessment in an unbiased manner.

File Description	Documents
Any additional information	View File
Link for additional information	NA

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.

Outcome Based Education is one of the chief characteristics of our college. So, our primary endeavour is to communicate it well in advance to the students as well as their parents so that they can choose the programmes that suit their needs. The general outcomes of all the programmes and courses offered at the institution are framed by the affiliating university in accordance with the guidelines of APSCHE. Being an affiliated college, we incorporate them. However, the specific objectives of each course are prepared by the respective departments and the Principal approves them after making necessary suggestions. Since

the lecturers involve themselves in designing the outcomes, they are well aware of them. The approved outcomes are displayed on the college website. The same are also affixed on departmental notice boards at the beginning of each semester. All the subject teachers discuss the syllabus, course outcomes and objectives in addition to the pattern of semester question papers in the initial days of each semester in order to direct the students towards achieving them. We also ensure that our teaching methods as well as assessments procedures are instrumental in fulfilling the desired outcomes by the end of each course and programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcvenkatagiri.ac.in/outcomes.php
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 evaluation of attainment of programme outcomes is done at institution level whereas the course outcomes is done at department level. These Outcomes are generally divided into two categories i.e. Skill Based Outcomes and Knowledge Based Outcomes. Activities such as Project Works, Assignments, Seminars etc. besides the practical exams, which are conducted at frequent intervals, help us evaluate the achievement of Skill Based Outcomes.

With regard to the Knowledge Based Outcomes, each subject faculty conduct several slip tests and two mid-term exams to diagnose whether the teaching and learning are going towards reaching the outcomes. In case they are not, we modify our strategies and implement the suitable techniques to reach them. When the semester end exam results are announced, we assess how far the course outcomes are attained by the students department wise. Based on this analysis, we make decisions concerning the steps to be taken for better attainment of the course outcomes in the upcoming courses. We also take course wise students' feedback in this regard.

When it comes to the attainment of Programme Outcomes, the College Academic Committee lead by the Principal evaluates it at

the end of each academic year.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gdcvenkatagiri.ac.in/outcomes.php

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

54

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gdcvenkatagiri.ac.in/documents/exams/Examcell_anual_report2020-21.pdf

2.7 - Student Satisfaction Survey

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

https://gdcvenkatagiri.ac.in/documents/student-satisfaction-survey/sss_2020_21.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)	View File

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

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

0

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

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

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

2

File Description	Documents
Report of the event	View File
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**

14

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution is devoted to carve out a generation with Civic Sense and Social Responsibility. In order to achieve this objective, we involve the students in numerous Extension Activities. The NSS units, Red Ribbon Club, Eco Club and Women Empowerment Cell of the college play crucial roles in organizing these Extension Activities.

The NSS, which educates students through Community Service and engage them for at least 240 hours in different service activities such as Campus Cleaning, Plantation, Celebration of Important Occasions, Swatch Bharath, etc.

Red Ribbon Club creates awareness on HIV and Aids, Importance of Blood Donation, Disaster Management etc. through seminars and rallies. It has taken up activities such as Blood Grouping, Human Chain, Competitions of Slogan Writing, Poster Designing etc.

The College Eco Club sensitizes students to Environmental issues by conducting activities such as Clean and Green, Waste Management, Rain Water Harvesting etc. It observes various days of importance and create Ecological Consciousness.

Women Empowerment Cell organizes seminars, awareness meetings, rallies etc. to aware the girl students of human rights, women rights child marriages etc. It also promotes self-respect, self-sufficiency, self-defense and dignity among them.

The college coordinates with different NGO's, Public Servants and the people of neighborhood.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-c-iii/Extension-Activities-compressed.pdf
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

1

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

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**

16

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**

545

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**

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college, which is set up in an expanse of 18 acres, has a rich academic ambiance with all the necessary infrastructural facilities. The building is in two floors in which the ground floor accommodates the Administrative Block, Science Wing (Labs of Physics, Chemistry, Botany, Zoology and Computer Science) and Commerce Wing.

- All the classrooms are well-ventilated and comfortably furnished.
- There are 3 Digital Classrooms with huge Smart Boards and Sound System to transact ICT enabled lessons.
- A Virtual Classroom gives access to various online content

delivery platforms and live conferences.

- All the science laboratories are well-equipped with advanced tools.
- JKC cum ELL lab consists of 30 computers and a KYAN.
- APSSDC Lab has 30 laptops which are issued to students when they attend online certificate courses.
- There are enough number of LCD's, printers, scanners and computers to fulfill all the academic and administrative needs.
- Computer Lab consists of computers and all the campus is Wi-Fi enabled.
- College Library contains over 31,111volumes in addition to the access to INFLIBNET-NLIST e-resources. For remote access VGDC Library developed E-Learning portal for staff and students to access e-Resources.
- We have a fully furnished Gym besides all the necessary games and sports equipments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-c-iv/1.Physical_facilities.pdf

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

As the institute aims at the all-round development of its students, we give due importance to cultural activities, games and sports. In addition to organizing regular college events, the college hosts several District, Inter Collegiate and University level sports and cultural meets. We have the following requisite facilities and personnel to promote them.

- A vastly experienced and well qualified Physical Director
- A large playground of 2.5 acres
- Separate tracks for various athletic events
- Game courts for Volleyball, Ball Badminton, Kho-Kho, Shuttle, Kabaddi and Tennis-coit
- Adequate number of boards for Chess, Caroms and Table Tennis.
- Sports kits of Cricket, Volley Ball, Shuttle, Ball Badminton etc.
- A well equipped Gymnasium

- Two spacious conferences halls are used for Yoga training and cultural events
- An Open-Air Stage and good sound systems for conducting events like Anniversary and Cultural days

Sports uniforms and tools required for cultural events are available

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/2. Cultural and Sports facilities.pdf

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-c-iv/3. ICT class rooms.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

Library automation is processing with e-Granthalaya-4.0 version and enterprise edition of National Informatics Centre, New Delhi. The e-Granthalaya is a Digital Platform developed by National Informatics Centre, Ministry of Electronics and Information Technology, Government of India for Government Libraries. Under the platform, NIC provides a complete ICT solution with integrated Library Management Software, Digital Library Module, and Cloud hosting environment.

E-Granthalaya is useful to transform traditional libraries to e-Library with Digital Library Services which includes, automation of in-house activities of libraries, digital library integration, and to provide various online member services using Single Window Access System.

Annual membership of INFLIBNET-NLIST is paid which give access to e-resources like e-Journals and e-books.

The college librarian has developed a Google site to access categorized online e-resources from available Internet Open Access Resources by developing through ELearning Portal via College website. Which provides National Digital Library of India (NDL), SWAYAM, CCE, Swayam Prabha, Shodh Sindhu, N - List, e-Pathshala, MHRD virtual labs and Spoken Tutorial by IIT Bombay and subject wise e-Books, Subject wise e-Journals, e-dictionaries, e-encyclopedias, e- Competitive exam resources , e- Atlases etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/view/vgdclibrarye-learningportal/nlist-subscription?authuser=1

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

10400

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has abundant IT infrastructure which is regularly reviewed and frequently updated as per the requirements of its stakeholders.

- We could set up 3 Smart Classrooms, 1 Virtual Classroom, and two seminar halls with ICT facilities with the grants of RUSA.
- 7 of our classrooms have LCD facilities and five of them are Wi-Fi enabled as well.
- A Computer lab and an English Language Lab (ELL) with 30 computers each in addition to 30 laptops provided by the APSSDC are available for students' use.
- All the departments have at least one computer and a printer for regular academic and administrative purposes.
- The whole college campus is Wi-Fi enabled with 3 Broadband connections and three routers. The internet bandwidth is increased every year and at present it is at 100 MBPS speed.
- All are faculty are good at using ICT enabled methods of teaching and they keep updating themselves by attending various Orientation/Refresher/Faculty development programmes.
- The library is equipped with INFLIBNET-NLIST e-resources.
- There are 3 advanced biometric devices to capture the attendance of the faculty as well as students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-iv/5. IT facilities.pdf

4.3.2 - Number of Computers

70	
File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

282520

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

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

The organization follows certain effective systems and procedures to utilize, maintain, monitor and update all the physical, academic and support facilities. Various academic and administrative committees involving both the teaching and non-teaching faculty to ensure smooth functioning of the institute

with transparency.

The Finance Committee headed by the Principal takes care of the utility of the Restructured Course fee and funds received under different heads for the maintenance of college infrastructure. The repairs and renovation works of the building, electricity, classrooms, water facility are looked after by the committee.

The Purchase Committee consults the heads of all departments and laboratory in charges to enlist the required indent which is purchased as per the govt. norms. The Stock Registers of departments and labs are duly maintained by the concerned heads and the same are verified every year during Annual Audit.

The librarian procures the required books based the proposals of the H.O.D's utilizing the funds from Restructured Fee and SC, ST Book bank. The Physical Director looks after the purchase and maintenance of the sports complex.

The NSS coordinator maintains greenery on the campus while the sweepers and gardener ensures cleanliness.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c/c-iv/6._Campus_Maintaining_Facilities.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

195

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

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	https://gdcvenkatagiri.ac.in/documents/naac/c-v/Capacity_building_and_skill_enhancement.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

170

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

170

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

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

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	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)	View File

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

Our organization has constituted an active student council that comprises of representatives from all classes to imbibe the qualities of leadership, team spirit, decision making, problem solving, organization and sense of responsibility.

Students are also placed in various college level committees-

Class Committees

The committee often meets to discuss mainly the academic issues

related to all the courses of the programme and provides constructive feedback to the respective subject faculty.

Cultural Committee:

A college cultural committee is set up at the beginning of every academic year to plan and perform various cultural events.

Sports Committee

The institution has sports infrastructure including various game courts, sport tracks and also a gymnasium. The committee offers coaching for various intercollegiate, university, zonal and national level competitions.

Discipline Committee

Some of the students are involved in college discipline committee which is headed by college P.D. This committee ensures order and discipline in the college.

NSS & NCC

These two committees are constituted mainly with student volunteers willing to take part in community development and military services. These committees play a vital role in creating awareness about various social issues by organizing various rallies, relief fund collections, special camps etc.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-c-v/student_council.pdf
Upload any additional information	View File

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a registered alumni association that gathers together at least twice a year to create and sustain cordial affinity between the present and former students of it. It has rich alumni network with its old students. The alumni helps the institution in the following ways.

Providing Infrastructural facilities

The college alumni has been proactive in contributing much needed infrastructural facilities such as furniture, sports accessories, drinking water etc. For instance, they arranged an R.O Plant worth Rs. 52000/-with the help of Smt. Mallamma in October, 2021.

Promote Admissions

Our alumni association is quite active in increasing the admissions of the institute not only through words of the mouth advertising but also by creating positive buzz on the social media platforms.

Mentorship and Career Guidance

The alumni members working in the academic sector are invited for guest lectures. Such invited talks from the former students motivate and inspire the present learners in addition to gaining vast knowledge and experiences from them.

Training and Coaching

Some of the alumni volunteered to take up the responsibility of giving physical training coaching to the students for various competitive exams such as CRPF, Police and Army services.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/Alumni/Alumni.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To nurture young minds towards academic excellence and social relevance, relying on the principles of scientific temper, ethical perseverance and patriotism, in order to shape them as responsible citizens of the 21st century.

Mission:

- To disseminate holistic education with emphasis on life and career skills.
- To leverage digital tools for the alleviation of socio-economic and educational backwardness among students.
- To provide outcome-based education for fulfilling the aspirations of both the individual and the nation.

Headed by the principal, the college fraternity adheres to the academic calendar. Besides, we are guided and oriented by the AP CCE and Vikrama Simhapuri University. The CPDC and the Staff Council are instrumental in materialising the vision of the college.

The following initiatives helped to stay in tune with the mission statements.

- Implementation of revised CBCS framework which incorporates life skill courses, skill development courses.
- Caters to the educational needs of the marginalised sections, as the majority students in the college are from SC, OBC and ST categories.
- Usage of ICT tools in teaching and learning process.
- Students participation in co-curricular activities helps to achieve academic excellence.
- Active participation in extra-curricular activities through NCC, NSS, Eco-club, Women Empowerment cell, Youth Red Cross

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-college.php
Upload any additional information	View File

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

The governance structures are decentralized and all the stakeholders are taken into confidence. As a result, the leadership is empathetic and administration is efficient.

Administrative structures were well established and personnel roles were well defined. Principal discharges his duties based on the recommendations of various committees constituted annually. IQAC, CPDC, Staff Council, Restructured fee committee are some of the key committees. Minutes and resolutions of these committee meetings are circulated to all the faculty members.

At department level, the head convenes departmental meetings to draft curricular plans and other academic activities. The departments have freedom to undertake various activities. Every faculty member is well informed about all the proceedings and procedures.

Student interests are duly considered in the decision making process. Class representatives were nominated from every class based on their academic merit and active participation. Student council consists of all the class representatives and it is

included in the decision making process.

Feedback from all the stakeholders is collected, analysed and appropriate actions are taken in consultation with respective committees. Thus, the institution practices decentralization principle and participatory model to foster unity in vision and integrity in action through collaboration among stakeholders.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/VGDC_Committees_2020-21.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In order to realise the vision of the college, college prepares academic calendars according to the guidelines given by the affiliating university and APCCE. Accordingly, the college is administered by the Principal along with IQAC and various committees.

Primary objective is to reorient the teaching learning process in the context of COVID-19 pandemic. In the near future, the college aspires to become the leading educational institution in the region which can produce employment ready graduates. In the long run, the college strives to emerge as the educational hub offering diverse courses.

As the college plans to introduce PG courses from 2022-23, there will be shortage of classrooms. Hence, it is resolved to prepare proposals for additional classrooms under RUSA 3.0 or Naadu- Nedu of state government. In addition, 12 acres of campus is remaining unutilised. Therefore, plans are delved for landscaping of campus. Faculty are promoted to undertake research activities and to apply for MRPs from various funding agencies.

It is worked out to improve employable skills among students through certificate courses from CISCOs NetAcademy, TCS iON and JKC. The overall quality of the college has to be enhanced in tune with the quality standards set by ISO.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/RUSA-DPR.pdf
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.

As the college is a public institution, all the constitutional principles and government mandates are strictly followed. Accountability, Responsiveness and Transparency are the hallmarks in the functioning of the college.

From the organogram of the college it is evident that there is well delved administrative structure and the service rules of the Government of Andhra Pradesh ensures that the personnel discharges their duties effectively. The functioning of the college is guided by the Affiliating university and APCCE.

At the college level, the Principal acts as the academic and administrative head. He delegates his powers to various committees such as IQAC, Admission Committee, Academic Committee, Examination committee, NSS Committee, Library Committee, Time-table Committee, Grievance Redressal Cell, Anti-Ragging Committee, etc.

The administration of the college is governed by the service rules and procedures of Government of Andhra Pradesh. APSCHE is the statutory body of the government to take policy decisions. Whereas, the CCE and principal oversees the functioning of the college.

Recruitment of faculty is done by APPSC and supporting staff are recruited by the government through various modes. Accordingly CCE/RJDCE issues appointment proceedings. Promotions and Career Advancement Schemes (CAS) will be taken up by the CCE as per UGC guidelines.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/cpd/c/CPDC-2020-2021.pdf
Link to Organogram of the Institution webpage	https://gdcvenkatagiri.ac.in/documents/naa/c/c-vi/6.2.2_1551502146_2237_organogram.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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college takes all the possible effective welfare measures for both the teaching and non-teaching staff.

Health Welfare:

- 20 Medical leaves per year which are carried forwarded if not availed.
- 5 additional leaves per year, paid maternity leave for 6 months for the first two deliveries and 14 days of tubectomy leave for women.
- Male employees are eligible for 15 days of paternity leave and 7 special leaves when their wives undergo tubectomy
- Health Card and Medical Reimbursement facilities for

families

Child Care Measures

- 180 days of child care leave for women which can be availed with intervals on need basis.
- Fee reimbursement of 2,500/rs per year for children educational fee

Professional Growth

- Several in service trainings are conducted for professional growth.
- Increments for procuring higher qualifications like M.Tech, M.Phil and Ph.D for teaching faculty
- Higher Education Leave for both teaching and non-teaching staff.
- Periodical increments, promotions, AAS or CAS

Financial Welfare

- 6 and 30 Earn Leaves respectively for teaching and non-teaching staff per year
- Insurance policies like APGLI and GIS
- PF, family pension, gratuity and commutation of pension

General Welfare

- Staff Club to promote healthy relations and to celebrate multicultural festivals.
- Recreation facilities in college

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/6.3.1-leave-rules.pdf
Upload any additional information	View File

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

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

0

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

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

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

3

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

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

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

22

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

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

The performance appraisal system for the teaching staff is two folded. First, internal assessment is carried out by the Principal and IQAC by collecting feedback from the students and parents at the end of every academic year. The Principal makes necessary suggestions if improvement is required.

The second appraisal system is known as Academic Audit during which external examiners visit all the departments and examine the performance of individual faculty by verifying the records, registers and reports of the activities. At the end of the audit the examiners award grades/ranks to the individuals as well to the college based on the UGC prescribed formats of Annual Performance Indicators. Both the internal and external assessments look into the individual's involvement in Extension activities, Research contributions in addition to their academic performance.

The performance appraisal for the non-teaching staff is assessed by the principal by collecting necessary reports from the concerned Heads of the Departments they are affiliated to. The reports of the appraisal is sent to RJD Guntur and the same will be considered during the promotions and transfers of the non-teaching staff.

File Description	Documents
Paste link for additional information	http://apcce.gov.in/ASAR2021
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institute maintains financial transparency in all aspects of administration. Funds received from various sources are utilized solely for the benefit of the stakeholders in a fair and explicit manner following the resolutions taken by various committees of the college. The receipts, vouchers and utilization certificates are obtained from the concerned agencies and are updated duly in the records and registers maintained by the persons in charge. They are verified and audited at regular intervals both by internal and external committees.

The internal audit is taken up thrice in a year by the financial committee of the institute headed by the Principal. The committee verifies the stock registers in addition to the income and expenditure statements of all departments and various wings such as RUSA, UGC, Exam Cell, CPDC, Alumni, Scholarship, DRC etc. and any discrepancy is brought the notice of staff council to initiate appropriate actions. However, no such disparity is found so far.

The external audit is carried out once a year by both the department and the govt. of A.P. The Audit General team of A.P and RJDCE team appointed by the CCE AP audited the income and expenditure statements of 2020-21.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/Expenditure-Audit-2020-21_compressed.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.52

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

- It being a government college of Andhra Pradesh most of the institute's regular funds are received from the state govt. The salaries of both the teaching and the non-teaching staff and general maintenance expenditure is met from this source.
- Second important source is UGC which sanctions grants based on our NAAC grade.
- RUSA is yet another significant sponsor of funds for the development of the institution. The college received a fund of 2 crore rupees in 2017 with which we could build 2 conference halls and 2 additional classrooms besides equipping the institute with 3 Digital classrooms with huge Smart Boards. A solar power generating system is also installed with these grants.
- Tuition free from the student is also a potential financial resource for the institute. We often mobilize students to pay the fee in time and utilize the same scrupulously for providing them rich and diverse learning experiences.
- The institute approaches several donors, NRI's and alumni members for funds mainly in the form of required facilities or tools.
- All the funds received are utilized to the core for the benefit of the students and the utility and audit certificates are submitted to the concerned authorities in time.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/documents/naac/c-vi/RUSA-DPR.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Since providing need based quality education is the primary motive of the institution, it is very essential to adopt appropriate pedagogical tools. Especially, the academic year 2020-21 posed new challenges to us owing to the COVID-19 pandemic situation. We had to adopt different online teaching-learning tools and methodologies as 80% of the class work was carried out through online mode due to lockdown restrictions.

The IQAC organized several training sessions on using online teaching platforms such as Zoom, Teachmint, Google Classroom and Google Meet. Further, the institute provided laptops and internet connectivity for the required faculty to carry out the online classes effectively. After resumption of offline classes it is resolved to execute blended learning strategies for better learning outcomes.

Generally, the learning outcomes of each course are framed at the beginning of each semester. Based on them all the lecturers prepare Annual Curricular Plans and Lesson Plans. We execute them accurately and at the end of each semester we assess whether the intended learning outcomes are achieved by the students. If they can't, the individual faculty sorts out the alternative methodologies to be implemented for the upcoming batches.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-iqac.php
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Visvodaya Government Degree College has robust mechanism to review its functioning and operations. IQAC plays a pivotal role in streamlining processes, structures and methodologies. Various quality enhancement initiatives are brought into force for improving learning outcomes.

Annually, the internal and external academic audits are conducted. Periodically, departmental reviews are conducted to monitor the progress. At the college level, Academic, Administrative and Developmental Performance Indicators of the Institution (AADPI) is reviewed by the RJDCE every year. Similarly, the Academic Performance Indicators (API) of the lecturers is also reviewed by the Principal.

Feedback mechanism from stakeholders and the action taken reports of the IQAC are instrumental in filling the gaps. The annual academic calendar guides in transacting the curriculum as per norms. The departmental records and reports are key indicators for the incremental changes brought in the functioning of the college. Extension activities, result analysis, on the job trainings, industry linkages and placements are periodically conducted to enhance learning outcomes.

Above all, IQAC provides orientation and guidance to all the stakeholders for ensuring effectiveness and efficiency in the teaching learning process.

File Description	Documents
Paste link for additional information	https://gdcvenkatagiri.ac.in/about-igac.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or

A. All of the above

international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://gdcvenkatagiri.ac.in/about-igac.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Women Empowerment Cell which is instrumental in promoting gender equity in all respects. The cell prepares the Annual Gender Sensitization Action Plan at the outset of every academic year aiming at an inclusive, gender-responsive workforce. Accordingly, the Cell organizes seminars, awareness meetings, rallies etc. to sensitize the students about human rights, women rights and reservations, anti-dowry, child marriages etc.

A) Safety and Security

The college takes all the necessary safety measures to create a free and secured environment for the female students, lecturers and non-teaching faculty. We have a strong compound wall, two watchmen, CC camera surveillance that prevent the entry of anti-social elements. The discipline committee and the anti-ragging cell ensure internal safe keeping.

B) Counselling

To nourish the adolescent female minds, the Women Empowerment Cell organises frequent counselling sessions in groups as well as to individual girls. We also invite guest talks from eminent women to inculcate strong values, positive attitude and emotional intelligence among them.

C) Common Rooms

The women faculty have separate staff room with attached washroom facility. The girl students have a waiting hall to stay at in case of any sickness or inconvenience. They are also provided free sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://gdcvenkatagiri.ac.in/documents/Gender-Sensitisation-action-plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdcvenkatagiri.ac.in/documents/naac/c-c-vii/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The institute tries its level best to reduce the wastage of valuable resources like water, electricity, gas, paper and we have a sound mechanism to manage the unavoidable wastage.

Solid Waste Management

- Every classroom, lab and main corridor has a dustbin to discard the waste materials.
- Use of Bio-degradable solid materials is encouraged and such waste is collected for Vermi-composting.

- The municipal authorities collect non-degradable solid waste.
- Awareness signboards are placed at important corners to promote cleanliness.

Liquid Waste Management

Liquid waste is formed mainly in the science laboratories. Most of it is directed to the plants and trees present right in front of the labs while the chemicals mixed liquid waste is dumped in a small pit. The college has a rain water harvesting pit into which the rain water is channelized. RO reject water and overflowing water from the overhead tanks is directed to Botanical Garden and is used for its maintenance

E- Waste Management

The college tries to avoid e-waste by repairing the damaged computer and electrical products time to time. In case they can't be repaired, they are exchanged for new products. We seek the permission of AP CCE to auction sale the dilapidated computers.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gdcvenkatagiri.ac.in/documents/naac/c-vii/7.1.3_.pdf
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	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-	C. Any 2 of the above

reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	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).

'Integration and involvement of all stakeholders alike' is the main principle exercised by the college management to create an inclusive working and learning environment on the premises. Mutual respect, individual freedom, self-identity, self-respect and equal recognition are practised among the staff and the students. The following initiatives are followed in the college to promote an inclusive atmosphere.

- o Individual's interests and skills but not the diversities that are considered in assigning duties and activities.
- o Uniform for students and certain dress code for staff are implemented.
- o Positive and unbiased classroom atmosphere is observed.
- o Students' diversities of ethnicities, religion, caste, sex, economic backgrounds, learning levels are valued and embraced
- o Multiculturalism is encouraged through numerous cultural activities

and student interactions are emphasized.

- o Though we don't celebrate religious festivals, we observe public and optional holidays on all important festivals of Hindu, Muslim and Christians alike which signifies equal respect and tolerance among all religions.

- The Muslim and Christian students as well as staff are given special permissions to observe fasting during the Ramjan and Christmas months
- Any kinds of atrocities against minorities of religion, caste, sex, disability etc. are viewed seriously and the offenders are punished as per law.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The organisation carries out various curricular, co-curricular and extra-curricular activities to sensitize its stakeholders to the constitutional obligations of values, rights, duties and responsibilities. Our first semester curriculum contains a Foundational Course on Human Values and Professional Ethics in which most of these elements are dealt with in greater detail. Our language teachers deal with this paper in such a way that all these values are imbibed in the students rather than enabling to pass out in the exam. Most of the teaching is done through discussions on current issues related the obligations.

We celebrate all the national important occasions such as Independence Day, Republic Day, Constitutional Day, Voters' Day, Human Rights Day, Dr. B. R. Ambedkar's Birthday etc. during which we create awareness of the above elements. We also conduct several competitions like essay writing and elocution in which students present their knowledge of the values, rights and responsibilities.

The NSS and NCC wings of the college promote the fundamental duties and responsibilities of citizens by organising different camps and training sessions. NSS creates a sense of social responsibility and civic sense while NCC inculcates patriotic fervour and militaristic responsibilities among them.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

B. Any 3 of the above

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

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

Promoting national integrity, peace, harmony, tolerance and universal brotherhood through education is one the core values practised by the college. So, we celebrate several national and international commemorative days, events and festivals with due respect and importance.

- **Participation in the celebration of Indian Independence Day and Republic Day is mandatory for all staff and staff. Various competitions are conducted for students**
- **Birthdays of Gandhiji, Nehru, Sardar Patel, Dr. B.R**

Ambedkar, Bagath Singh, Tanguturi Prakasam, Potti Sriramulu etc. are commemorated every year to commemorate their sacrifices.

- Telugu department celebrates both Internal Mother Tongue Day and National Telugu Day while the department of English celebrates International English Day.
- Political Science department observes Indian Constitution Day and National Voters day.
- Science Departments mark the importance of both national and international science days while National Mathematics Day and Sports Day are celebrated by the respective departments.
- Though we don't celebrate religious festivals, we observe public and optional holidays on all important festivals of Hindu, Muslim and Christians alike which signifies equal respect and tolerance among all religions.
- The Muslim and Christian students as well as staff are given special permissions to observe fasting during the Ramjan and Christmas months.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	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.

We strive to put ourselves in the forefront to serve the student interests along with community interests. Accordingly, we have initiated two practices, namely, VGDC_Library: e-Learning Portal and Save to Serve.

In the context of COVID-19 pandemic, teaching learning process has been hampered adversely. In order to empower the students and provide reliable access to knowledge, the Department of Library sciences has designed VGDC_Library: e-Learning Portal. In this portal, subject wise e-journals, e-books, e-dictionaries, e-encyclopedias, employment newspaper, e-resources for competitive

examinations, e-magazines, college newsletters, news clippings, e-atlases, etc. were made available. This initiative enabled the students through remote learning process. Portal can be accessed using the link : <https://sites.google.com/view/vgdclibrarye-learningportal/home>.

Save to Serve is another initiative based on the principle of 'Giving back to society'. Department of Economics started this practice to inculcate social service among students and to support downtrodden people in our vicinity. Initially, it was started by the first year BA students and later on it was scaled up to the college level activity. Periodically, the collected funds are utilised for donating books and stationery to the downtrodden people of our region. Till now, Rs.15000/- were collected and its equivalent materials were distributed to the needy.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The college tries to uphold the quality in terms of infrastructure, personnel, materials and methods. At present, sufficient infrastructural facilities such as classrooms, laboratories, computers, library and ICT enabled teaching learning equipment etc. are available to disseminate the required knowledge skills. Blended mode of teaching has been extensively used in the post COVID period.

We have as many as 27 lecturers who have been appointed through fair means of selection process. The student-teacher ratio is 12:1. 10 out of 27 lecturers possess Ph.D degrees while the remaining are qualified with NET/SET. All of them are experienced and highly dedicated towards realizing our vision. They often undergo in service trainings such as Orientation Programmes, Refresher Courses, FDP's to update their knowledge and skills.

Our faculty implement student centric pedagogical techniques. The experiment based demonstrations and application based methods that we follow enable the learners gain real time working

experience. We also conduct several add on certificate courses as well as skill development courses for them in order to acquire life skills and job skills and to empower them. This is evident from our alumni who hold respectable positions in various public and private sectors.

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

7.3.2 - Plan of action for the next academic year

- For the coming academic year, 2021-22, plans were delved to improve sanctioned student strength and also new admissions.
- As the admissions in BA(English for Digital Age) is not optimal, it is proposed to discontinue BA (EDA) program and reintroduce BA (HEP) program in its place.
- Emphasis has to be laid on experiential learning as we have functional MoU's and compulsory internship under revised CBCS framework.
- MA (Commerce) Post Graduate program has to be introduced from 2021-22.
- Sports and games training has to be intensified so as to get our students selected for Inter- University sports championship.
- Expand extension activities and increase the community outreach of the college with the introduction of NSS Unit-II.
- Encourage students to gain additional skills through certificate courses offered by TCS-iON, Cisco NetAcademy and JKC training.