

ANNUAL QUALITY ASSURANCE REPORT :: 2013-14

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE**



Submitted by

K.G.R.L. COLLEGE (AUTONOMOUS)
(Accredited with "A" Grade by NAAC)
BHIMAVARAM – 534 201
WEST GODAVARI DISTRICT
ANDHRA PRADESH

September, 2014.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

KGRL DEGREE COLLEGE (AUTONOMOUS)

1.2 Address Line 1

DIRUSUMARRU ROAD

Address Line 2

WEST GODAVARI DISTRICT

City/Town

BHIMAVARAM

State

ANDHRA PRADESH

Pin Code

534201

Institution e-mail address

principalkgrl119@gmail.com

Contact Nos.

08816-234438, 235678

Name of the Head of the Institution:

Smt. M.RANI RATNA KUMARI

Tel. No. with STD Code:

08816 234428

Mobile:

9000427270

Name of the IQAC Co-ordinator:

Sri. M.TRINADH

Mobile:

9885417767

IQAC e-mail address:

iqackgrldc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

15087

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/62/A&A/036 dated 05-01-2013

1.5 Website address:

www.kgrlc.net

Web-link of the AQAR:

http://www.kgrlc.net/AQAR.2013-14.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.08	2013	2018
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

13/02/2013

1.8 AQAR for the year (for example 2010-11)

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR_2013-14 submitted to NAAC on 31/12/2014 (DD/MM/YYYY)
- ii. AQAR_____ (DD/MM/YYYY)
- iii. AQAR_____ (DD/MM/YYYY)
- iv. AQAR_____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

MASTER OF COMPUTER APPLICATIONS (MCA)

1.12 Name of the Affiliating University (for the Colleges)

ADIKAVI NANNAYYA UNIVERSITY,
RAJAHMUNDRY

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	CENTRAL GOVT.		
University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	Nil	DST-FIST	Nil
UGC-Innovative PG programmes	Nil	Any other (<i>Specify</i>)	Nil
UGC-COP Programmes	Nil		

2. IQAC Composition and Activities

2.1 No. of Teachers	8
2.2 No. of Administrative/Technical staff	3
2.3 No. of students	3
2.4 No. of Management representatives	1
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	20 + CO-ORDINATOR + PRINCIPAL
2.10 No. of IQAC meetings held	4
2.11 No. of meetings with various stakeholders:	No. 11 Faculty 2

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- UGC, New Delhi sanctioned financial support to undertake one minor research project in the Department of English.
- UGC, SERO, Hyderabad sanctioned finance assistance to organize a two days National Seminar on “Mother Tongue Vs. English” by Department of English.
- Dr. K. George Victor, Vice - Chancellor Nannayya University, delivered a guest lecture on Higher Education in India.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Implementation of the revised syllabus for the UG Courses designed by Board of Studies, KGRL Autonomous College. 	<ul style="list-style-type: none"> • Implemented the revised syllabus for UG Courses and provided the study material to the Students.
<ul style="list-style-type: none"> • To adopt new methods in teaching and learning. 	<ul style="list-style-type: none"> • New Teaching and learning methods such as <ol style="list-style-type: none"> 1. e-class rooms 2. Language Lab 3. PPT 4. Role play

<ul style="list-style-type: none"> To conduct the internal examinations. 	<ul style="list-style-type: none"> Internal exams were conducted and evaluated and marks communicated to the students.
<ul style="list-style-type: none"> Proposals to be submitted to the UGC, SERO, Hyderabad for financial support to organize the National Seminar. 	<ul style="list-style-type: none"> Department of English was sanctioned financial support by the UGC, SERO, Hyderabad to organize two days National Seminar on “Mother Tongue Vs. English”.
<ul style="list-style-type: none"> Proposals to be submitted to the UGC, New Delhi for financial support to undertake minor research project. 	<ul style="list-style-type: none"> Financial assistance was sanctioned by the UGC, New Delhi to undertake Minor Research Project in the Department of English.
<ul style="list-style-type: none"> Proposals to be submitted to the UGC for financial assistance to IQAC, Remedial Coaching for SC, ST, OBC, Minority community students for appearing various competitive exams. 	<ul style="list-style-type: none"> The UGC sanctioned Rs.3,00,000/- for IQAC and waiting for the other schemes.
<ul style="list-style-type: none"> Submission of proposal to UGC for financial support under “Plan Block Development Grant”. 	<ul style="list-style-type: none"> UGC sanctioned a grant of Rs.7,20,000/- under the “Plan Block Development Grant”.
<ul style="list-style-type: none"> RUSA proposals to be submitted to the Commissioner of Collegiate Education, Government of Andhra Pradesh, Hyderabad for financial support of Rs.2 crores. 	<ul style="list-style-type: none"> RUSA proposals submitted and waiting for approval of the financial assistance.
<ul style="list-style-type: none"> Motivation of faculty to participate and present papers in National and International Seminars /Conferences and publish papers in ISSN, ISBN journals. 	<ul style="list-style-type: none"> 8 faculty members participated and presented papers in National Seminars and 3 articles were published in ISSN, ISBN journals.
<ul style="list-style-type: none"> Resolved to permit the teaching faculty to undergo orientation and refresher courses. 	<ul style="list-style-type: none"> One lecturer undergone orientation course.
<ul style="list-style-type: none"> Celebration of Important days in the College. 	<ul style="list-style-type: none"> International Women’s Day, World Peace

	Day, National Flag Day, Voters Day, World Population Day, National Consumers Awareness Day, NSS Day, World Literacy Day, Ozone Day, International AIDS Day, Blood Donation Camp, Maths Day.
<ul style="list-style-type: none"> To promote the students organized community development activities and awareness programs. 	<ul style="list-style-type: none"> A good number of awareness programs were conducted like AIDS awareness, Voter awareness, Population prevention, implementation of plastic free zone.
<ul style="list-style-type: none"> To conduct Health Camps for students. 	<ul style="list-style-type: none"> Conducted Health awareness programs by Women Cell and NSS & Red Ribbon clubs.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The Management approved the IQAC plan of action.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	8		8	
UG	10		3	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	18		11	
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8-P.G. Courses 10-U.G Courses
Trimester	-
Annual	-

1.3 Feedback from stakeholders* (On all aspects) Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

YES – The college is following the approved syllabus of Board of Studies of College.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

--Nil--

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	40	19	-	-

2.2 No. of permanent faculty with Ph.D.

9

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
6	12								

2.4 No. of Guest and Visiting faculty and Temporary faculty

9
5
22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	20	12
Presented papers	-	10	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Teaching learning is taking place through group discussion seminars, review of students, CDs and Project works, Internet connections are available in all departments and conducting e-classes with the help of e-resources.

2.7 Total No. of actual teaching days during this academic year

225

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Internal evaluation for 25% of marks

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

13

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	5	2	3	Nil	Nil	100
B.Com.	73	23	36	3	Nil	84.93
B.Sc.	71	19	23	5	Nil	66.19
M.B.A.	110	16	44-32		Nil	83.64
M.C.A.	19	4	6-4		Nil	74
M.A. (English)	27	Nil	8- Nil		Nil	30
M.Sc. (Organic Chemistry)	32	1	11-4		Nil	50
M.Sc. (Analytical Chemistry)	08	Nil	2-1		Nil	38
M.Sc. (Maths)	17	1	6		Nil	41
M.Sc. (Bio-chemistry)	13	2	8		Nil	Nil
M.Sc. (Micro - Biology)	9	Nil	2		Nil	22

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC has conducted awareness programme for student centric teaching learning activity and its monitoring it during departmental visits as part of academic audit and evaluation is done by the feedback obtain from the stake holders. It contributes to the teaching and learning process by the supply of necessary equipment and material.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	1
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	25	20	Nil	02
Technical Staff	03	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC distributes UGC guidelines of major, minor research projects, seminars and workshops and also whole proposals to faculty to apply for the above programs to the UGC for financial support.
- It motivates the faculty to participate in seminars and present papers.
- It also encourages the teaching staff to publish articles in peer reviewed journals.
- The college has a research committee constituted the Principal as chair person and 4 senior faculty as members. It tracks the UGC schemes.
- The IQAC informs the faculty to undertake M.Phil. and Ph.D. degree under UGC sponsored faculty development programme.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1	1,84,000	
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	2	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	12	Nil

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2013	UGC	1,84,000	Yes
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No. ISSN NO

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	1	1	-	5
Sponsoring agencies		UGC	Big FM	-	College Management

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : Nil

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
			1		1	

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	2	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	2		
NCC	Nil	NSS	2	Any other	3

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Need of Education “Each one Teach one for All”
- Aids awareness programmes Maintenance of Plastic free campus
- Lead India 2020 programme and plantation for trees.
- Students from High Schools and Colleges permitted to visit our laboratories & Museum and learning resource centre.
- Campaigns on important days were organized for public awareness such as Literacy Day, Population Day, Ozone Day, Breast feeding week, World AIDS Day.
- Blood Donation camp was organized and more than 50 students donated blood and 100 students registered their names.
- International Women’s Day was celebrated in the college by inviting a Gynaecologist to educate girl students in Hormonal imbalance and anaemic problems.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18 Acres	Nil	Nil	18 Acres
Class rooms	30	Nil	Nil	30
Laboratories	12	Nil	Nil	12
Seminar Halls	2	1	Nil	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil	UGC	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	UGC	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Library automation is in progress.

Automation of office Administration is partially completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35240	55,96,000	457	1,10,300	35697	57,06,300
Reference Books	8007	2,90,010	577	1,55,250	8584	4,45,260
e-Books						
Journals	160	24,000			160	24,000
e-Journals						
Digital Database						
CD & Video						
Others (specify volumes)	43169	12,50,650			43169	12,50,650

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	250	5	50	10	2	10	32	10

Added								
Total	250	5	50	10	2	10	32	10

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Internet Facility provided in the Library
- Internet Access is provided to both Students & Staff.
- Orientation programs are conducted to the students and staff by librarian.
- Personality development programme was conducted by Department of Human Values and Professional Ethics.
- Special coaching classes were conducted for students in indoor and outdoor games.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.1,50,000/-
ii) Campus Infrastructure and facilities	Rs.4,50,000/-
iii) Equipments	Rs.9,00,000/-
iv) Others	Nil
Total :	Rs.15,00,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students aware to utilise the services of libraries by taking reference text books, reading journals & dailies.
- Students are informed to avail the services of e-class room and language lab.
- Students are motivated to utilize the latest and sophisticated lab equipment, purchased under UGC grants.
- Students are aware to join in NSS.
- Students are directed to join in inter-disciplinary certificate courses.

- Students are informed to visit carrier guidance and placement cell.
- Women students are informed to avail the services of Women Cell.
- Students are informed to join in coaching classes conducted for appearing the AUCET, ICET etc.
- Students are advised to participate in co-curricular activities – class room seminars, assignments, field works, project work, quiz, debate, group discussion, book reviews, celebration of important days , feedback etc.
- Students are informed to utilise the services of Physical Education Department by participating games and sports.
- Students are directed to avoid ragging activities in the campus if there is any ragging activity it is brought to the notice of the Anti-Ragging Committee. Anti-Ragging flexes are displayed at prominent places in the college.

5.2 Efforts made by the institution for tracking the progression

- The management and the Principal monitor the administration and addresses the grievances of the staff and students immediately.
- UGC grants received and different schemes such as additional assistance, B.S.R., Plan Block Development etc., are properly utilized for the benefit of the faculty and students.
- Faculty and students are encouraged to participate and present papers in National and International seminars and also published papers in ISSN and ISBN journals.
- Progression of students is analysed through the conduct of internal examinations and semester examinations.
- The faculty of motivated to use modern teaching methods such as computer based learning, PPT, e-class rooms, group discussions, debate, field trips etc.
- There are 4 NSS units; students are encouraged to join in NSS. Extension activities are under taken by the students by the adoption of the villages, blood donation camps etc.
- Students are motivated to participate in games and sports.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
452	489	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
351	110	07	473		941	323	92	07	452		874

Demand ratio: 1:2 Dropout %: 5.1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Students were given coaching for AUCET, AKNUCET & Central University of Hyderabad for the admission of PG courses.
- Coaching was given to the students for integrated common entrance test (ICET) for admission in to MBA and MCA courses.

No. of students beneficiaries

90

5.5 No. of students qualified in these examinations

NET	00	SET/SLET	00	GATE	00	CAT	00
IAS/IPS etc	00	State PSC	00	UPSC	00	Others	70

5.6 Details of student counselling and career guidance

Coaching classes are organised for recruitment in Govt. Services.

No. of students benefitted

150

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	60	12	21

5.8 Details of gender sensitization programmes

Student Counselling Centre &
Women Cell are taking care of gender sensitization.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	100	50,000/-
Financial support from government	319	4,05,850/-
Financial support from other sources	10	20,000/-
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To Educate and mould younger generation as true citizens.

Mission:

To Submit enlightened and patriotic youth to our society.

6.2 Does the Institution has a management Information System

Partial Management Information System functioning .

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Academic Council decides in its annual meetings and making necessary changes

6.3.2 Teaching and Learning

- The Institution had already initiated ICT enabled teaching and learning in the campus.
- The teacher centric learning is gradually shifted to student centric learning
- The college provides syllabus and question bank to all students in the beginning of the each semester.
- Academic calendar is provided to the staff and students in the beginning of the academic year in which the rules and regulations, academic activities are given.
- The college is having well experienced lecturers to teach all the courses.
- The libraries are opened from 9.00 a.m. to 5.00 p.m., there is an open access system.
- The staff members are encouraged to participate in orientation, refresher courses, seminars, workshops and conferences.

6.3.3 Examination and Evaluation

Teachers are encouraged to assess the students continuously in the following way :

1. Formative assessment i.e. during the topic is taught through classroom assessment. Multiple choice questions, short answer questions, debates and group discussions.
2. Summation assessment i.e. at the end of the unit. The student knowledge and skills about the topic is tested through SAQ's, long answer questions and projects. This kind of assessment also gives the student's capacity of remembrance and retention of the knowledge he learned.

The good test takers are rewarded without hindering the poor test takers. The senior faculty contribute the question paper setting of the University, Autonomous Colleges and all the faculty participate in the valuation process.

6.3.4 Research and Development

- The college encourages staff and students to engage in research activities. Faculty are guided to approach UGC for financial assistance and in this year one minor project was sanctioned.
- Students are also made part of this activity for collecting data and analysis of it.
- The faculty are inspired to undertake quality-related research studies too.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- There are two libraries in the college one is UG Library and another PG Library. There are more than 45,000 text books, a large number of reference books & journals are available.
- ICT facilities are available for the staff and students.
- Abundant infrastructure is available in the college for the class rooms, labs, toilets etc.
- All labs are fully equipped with UGC grants such as additional assistance, BSR etc.

6.3.6 Human Resource Management

- Recruitment of staff on merit basis, staff enrichment programmes are conducted for teaching and non teaching staff.
- The institution has dedicated and committed faculty. The staff members are busy with class work and research work. The non-teaching staff were busy with administrative and examination work.
- The institution also develops, revise and updates the competency of teachers through continuous monitoring and evaluation.
- Performance appraisal by the staff, appraisal by the students of the staff is done regularly.
- The faculty extend their services as resource persons, BOS members in various colleges, University Examination Observers, Examiners, Paper setters, Academic audit advisers etc.

6.3.7 Faculty and Staff recruitment

- The staff recruitment is assessed on the basis of strength of the students. The number of aided staff both teaching and non-teaching is declining. After retirement of a staff member that vacancy is not filled by the government. There is a ban on the recruitment of the aided staff.
- The management is recruiting the required staff and their salaries are paid from management resources only.
- The recruitment of un-aided staff notification is given in the national and local news papers with eligibility, qualifications and date of interviews etc.
- The selection committee consists of President, Secretary & Correspondent, Principal, Subject Expert and concerned HOD.

6.3.8 Industry Interaction / Collaboration

- The science, commerce and management departments have established links with Industries for creating better teaching & learning environment.
- Faculty and students are given ample scope for study tour to the nearby industries for better exposure to close interaction.
- Creating more linkage with reputed industries for in-service training, internship, campus selection and study projects to make our students job-worthy and strengthening efforts to move towards better placement.
- To interact with the students to develop the entrepreneur skills of the students.

6.3.9 Admission of Students

- Admissions of the students in various courses is based on merit and as per the norms of the Government of Andhra Pradesh and affiliating Universities.
- Admission committee verify the eligibility of the candidates and the students are admitted as per norms.
- For PG courses admissions are made on the basis of ranks secured in the common entrance tests such as AUCET & ICET.

6.4 Welfare schemes for

Teaching	Teaching staff are given loan maximum of Rs.2,00,000/- @ 12% rate of interest through KGRL College Employees Co-operative Credit Society Ltd. Pension, gratuity and group insurance.
Non teaching	Teaching staff are given loan maximum of Rs.2,00,000/- @ 12% rate of interest through KGRL College Employees Co-operative Credit Society Ltd. Pension, gratuity and group insurance.
Students	Fees concession to the poor students. Cash prizes.

6.5 Total corpus fund generated

Rs.49,15,862/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE A.P Academic Audit Committee	Yes	IQAC Academic Committee
Administrative	Yes	CCE A.P Academic Audit Committee	Yes	IQAC Administrative Audit Committee.

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Instant examinations for final year degree students who failed in single subject.
- The semester examination is for 75 marks and the remaining 25 marks from internal assessment examination.
- Examination system is highly confidential. Question paper setting is being done by different examiners for each subject.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Ours is an Autonomous college for the last 7 years.

6.11 Activities and support from the Alumni Association

Alumni association is active last few years the successful alumni directly awake and facilitate inspiration to the IQAC through guest lectures, research and getting placements lead to the strengthening of the institution.

They have contributed some valuable books to College Library. The alumni participates through feedback on competencies gained in their student life and provide information to improve curricular aspects on a continuous basis.

6.12 Activities and support from the Parent – Teacher Association

- Parents express their view and give suggestion for the development of the students during parent - teacher meeting and feedback taken from the parents.
- Parents promote admissions in the college.

6.13 Development programmes for support staff

- Training programmes on M.S. Office, Office automation and Laboratory maintenance were organized for the benefit of support staff.
- A training programme on English language, speaking and writing skills were organized for their benefit.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The college spread over 18 acres of land surrounded by rich greenery.
- Environmental studies is a part of the curriculum.
- An eco-club is functioning in the college.
- The campus is eco conscious.
- NSS Units of the college frequently have taken up clean and green programmes throughout the year.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Institute had introduced ICT aids in education. The institute has fully equipped ICT class rooms with all amenities.
- **Mentoring system** : It has helped in establishing good teacher – student relation. Teachers as mentors have developed failure students in clearing supplementary examinations. As the mentoring mechanism percolates in the culture of the college, it is believed that it will be fruitful in lowering down the absenteeism and failures as well as it will surely cater to students day to day problems.
- Value based courses.
- Community service by NSS Unit.
- Short duration programmes on Soft skills, Water analysis, Tourism & Tally.
- Automation of Library.
- Automation in Administration.
- Communication skills in English.
- Using You-Tube as teaching tool.
- Growing Medicinal plants in college Botanical garden.
- Awareness in disaster management.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The place of action was decided at the beginning of the year in the IQAC meeting. The lecturers are informed to write annual academic plan, teaching diary, teaching notes and instructed to maintain other department activity records and these were verified and attested by the Principal.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- ❖ Decentralized governance through working in committees.
- ❖ Training cell to offer free coaching for students for competitive examinations.

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- ❖ To generate environmental awareness among the students, the institute had introduced a course on environmental science.
- ❖ The NSS Unit create awareness of environmental hazards and keep the environment clean, green and pollution free in the campus.
- ❖ The NSS Unit regularly lead campaigns to prevent use of polythene bags and polythene products in the college campus.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths :

- The college is located one kilometre away from the heart of the town in a sprawling campus of 18 acres in an eco-friendly and free from pollution. The institution offers wide range of courses in regular, self financing and enrichment programs, some in the emerging areas having employment potential.
- The institution has well equipped ICT class rooms for usage of modern teaching methods and also getting access to live lectures of the eminent professors.
- Our college libraries are enriched with large number of books i.e. magazines, encyclopaedias, reference books, journals, back volumes, dissertations & Thesis, e-books & e-journals. The college provides internet & Xerox facility in the libraries.
- The college science laboratories are fully equipped.
- The college has two ICT based Seminar Halls with smart boards.
- The college has well equipped Gymnasium.

Weaknesses :

- In the higher education scenario of Andhra Pradesh, students in Arts and Science streams are declining as there is mushrooming of engineering colleges. It has to be underscored that the students strength in our college is slightly decreasing.
- Collaboration with the industries can further be improved to enhance the teaching & learning standards of the institution.
- Lack of communication skills and confidence among the rural students is amazed drawback for campus recruitments.
- It needs to be improved through the organization of personality development and skilled enrichment programs.
- Majority of the students are from rural background and underprivileged. Hence they are reluctant to join in English medium courses. Some programs need revision to keep up with changes in the field and improve course sequencing to help student progression.

Opportunities :

- Strengthening of alumni network and linkages with industries will create more possibilities for increasing the percentage of campus placement.
- The college has good scope for consultancy services due to its modern laboratories and allied infrastructure.
- The institution has good potentialities to make industrial collaboration in teaching and training of students in science, commerce and business management streams.
- The institution has ample scope to recognize it as the centre of research.


Challenges (Threats) :

- Unfavourable supply – demand situation of qualified and quality faculty leading to un-healthy condition among colleges for the limited number of available faculty.
- Un-healthy competition from the corporate institutions around in UG level admissions.
- Recruitment of teaching and non-teaching staff in the place of retired staff.
- Providing better facilities and quality staff with existing low fee structure is a big challenge to the management. Integrating teaching with research at under graduate level is another challenge.
- Commercialization of education challenges the service motto of the institution.
- Imparting training in communication and computer skills is inevitable as most of the students are from rural and backward areas.

8. Plans of institution for next year

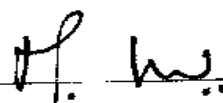
- Planning proposals will be submitted to the UGC for CPE status in the next academic year.
- Minor & Major research projects proposals will be submitted to the UGC for the financial support.
- Proposals will be submitted to the UGC for financial assistance to organize seminars, conferences and workshops.
- Proposals will be submitted to the UGC to start career orientated programs.
- More extension programs will be undertaken.
- More number of faculty will participate and present papers in seminars and workshops.
- Faculty will be motivated to publish more articles in journals.
- Extension of Autonomous status to P.G. Students
- Feedback from all stake holders and also people from industry.

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