



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		S . R . V . B . S . J . B . M . R . COLLEGE
• Name of the Head of the institution		DR. T. VEERAAIAH CHOUDARY
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		08852355262
• Mobile No:		9866205879
• Registered e-mail		srvbsjbmrc123@gmail.com
• Alternate e-mail		srvbsjbmrc123@rediffmail.com
• Address		Samalkota Road
• City/Town		Peddapuram
• State/UT		Andhra Pradesh
• Pin Code		533437
2.Institutional status		
• Affiliated / Constitution Colleges		Affiliated
• Type of Institution		Co-education
• Location		Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	ADIKAVI NANNAYA UNIVERSITY				
• Name of the IQAC Coordinator	D. GANGADHARUDU				
• Phone No.	08852355262				
• Alternate phone No.	08852355262				
• Mobile	9440116440				
• IQAC e-mail address	srvbsjbmr123@gmail.com				
• Alternate e-mail address	srvbsjbmr123@rediffmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://maharane.ac.in/userfiles/IQACAQAR%202019-20(1).pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	82.40	2007	31/03/2007	31/03/2012
6.Date of Establishment of IQAC			02/07/2014		
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	
NIL	NA	NA	0	0	
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			2		

Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
Submission of College Data to AISHE institution Participation in NIRF Organizing Students Seminars to empowerment activities to promote innovative student centric activities Academic Administrative Audit		
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	
To encourage technological upgradation	Yes, In 2020-21, class rooms with LCD facility were established. The staff and students are utilizing these facilities	
To encourage conservation of resources on campus.	Solar panels are established. LED bulbs are used in the campus	
To make the teaching and learning environment conducive to the overall development of the students	Yes, done. The lectures with eminent scholars were arranged. The students participated in different cocurricular activities conducted.	
13. Whether the AQAR was placed before statutory body?	No	
Name of the statutory body		

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020 - 21	28/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1 8

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

File Description	Documents
Data Template	View File

2.Student

2.1 795

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **344**

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

File Description	Documents
Data Template	View File

2.3 **195**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **36**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **73**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	795
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	344
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	195
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	36
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	73
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	30
Total number of Classrooms and Seminar halls	
4.2	1.5
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	5
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 institution ensures effective curriculum delivery through a well planned and documented process. These processes include: Preparation of academic calendar: At the beginning of each academic year, the academic calendar is prepared at the college level incorporating curricular, co curricular and extracurricular events in accordance with the University Academic Calendar. Subject Allocation: Subjects are allocated to the faculty members based on their expertise and subject preferences by the Head of Department and approved by the Principal. Tutorial/Assignments : Faculty prepare the tutorial sheets and assignments which includes questions from previous papers . And these are checked by the concerned subject teacher. Periodical review on the coverage of syllabus and regularity of students is taken by HOD followed by Principal. Suggestions are invited for the improvement of teaching - learning process through regular meetings with class advisors and student representatives.	

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

As an affiliated institution of the Adikavi Nannaya University, Rajamahendravaram the evaluation norms of the University are strictly followed. The current session followed a Credit based evaluation system. The College has adopted a method of assessing the academic performance of the students on a continuous basis. Continuous assessment in theory subjects as per Adikavi Nannaya University, Rajamahendravaram norms includes 25 marks for an Internal Assessment. Within this frame work, the College conducts the Internal Assessment department-wise according to a proper schedule and under strict invigilation. In the Humanities stream, a Tutorial component is also part of the Internal Assessment conducted according to a well defined schedule. The syllabus and timing of these assessments are communicated to the students well in advance. For PG course too, the examination pattern follows the norms laid down by the Adikavi Nannaya University, Rajamahendravaram. Besides these formal assessments, revision work, class tests, assignments and student presentations are integral to the teaching-learning process. During the pandemic sessions, a continuous system of online evaluation was put in place. Besides evaluation, the Institution strictly adheres to the semester-wise academic calendar as set by the University in curriculum delivery and a Fulfillment Report is submitted to the Principal every month by each faculty member.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

B. Any 3 of the above

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	No File Uploaded
Any additional information	No File Uploaded
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
8	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**0****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****0**

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

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

The Institution is an affiliating college that through its cocurricular activities tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through activities conducted throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. 1. Gender sensitization programmes through guest lectures 2. Observance of Women's Day 3. Environmental education through projects, field work activities. Students are also encouraged to participate in different programmes like online quiz contests organized by other Institutions for enhancing awareness related to the environment. 4. Human values promoted through the activities of the NSS, and NCC. The NSS unit of the College follows the Handbook of NSS and NCC of Acharya Nagarjuna University for illuminating the young minds of the duties and responsibilities of the citizens of this country. 5. Community outreach and other social welfare programmes 6. Value based education. 7. Upholding values of multiculturalism, egalitarianism, diversity and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies.

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

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

5

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

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

130

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni		D. Any 1 of the above
File Description	Documents	
URL for stakeholder feedback report	No File Uploaded	
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded	
Any additional information(Upload)	No File Uploaded	
1.4.2 - Feedback process of the Institution may be classified as follows		D. Feedback collected
File Description	Documents	
Upload any additional information	No File Uploaded	
URL for feedback report	Nil	
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		
520		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		

2.1.2.1 - Number of actual students admitted from the reserved categories during the year**229**

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students and organises special programmes for advanced learners and slow learners. For advanced learners the approaches adopted are as follows:-

- More challenging work in the form of projects and home assignments
- A well stocked library with advanced reference facilities
- Incentives in the form of merit scholarships and prizes
- Encouragement for participation in inter-college and intra-college competitions, and paper presentations using ICT
- Special lectures by eminent speakers from industry and academia
- Free internet access
- Counselling by faculty to appear for competitive examinations
- Career fairs, seminars and workshops

Identification of weak students made on the basis of interactions and assessment tests during classes. The strategies adopted to level up the slowlearners are as follows:

- Meeting and communicating to the weaker students their areas of weakness
- Organizing remedial classes
- Teachers available beyond class hours to counsel the weaker students
- Monitoring the progress of the students through written assignments and the progress record maintained
- Evaluated answer scripts of college examinations discussed with students to identify and address their shortcomings

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
796	36

File Description	Documents
Any additional information	No File Uploaded

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

Learning is made more student-centric through a combination of old and new methods of teaching. In order to motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like workshops, seminars, group discussions, field trips, institutional visit, slide show etc. have been adopted. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college provides all possible support such as:

- Smart classrooms
- Interactive projectors and smart boards
- Internet room
- Open access library
- Fund allocation for institutional visits and excursions
- Institutional book grant in addition to UGC grant
- Fund for publication of departmental journal
- Fund for purchase of laboratory instruments, equipments and materials
- Fund for organizing workshops, seminars and conferences
- Computer Labs and Audiovisual Seminar room

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The ICT enabled learning environment of the institution is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculty is provided with the requisite facilities for preparation of computer aided teaching - learning material. Both faculty and students have access to the following modern teaching aids: Regular classes are taken through Zoom, Google Meet, Apps according to a fixed routine set by the institution. Classes are accessible in the LMS reaching out to the

students beyond the regular teaching hours Adequate number of high end interactive projectors and computers for use in seminars and lectures.Computer Labs, Language Lab and Audio-Visual roomInteractive smart boards High end personal laptops and i-Pad minis for faculty, A well-equipped open access computerized library with internet facility is available for faculty and students. E-resources are available through national net works.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

24

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

2.4 - Teacher Profile and Quality

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

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

622

File Description	Documents
Any additional information	No File Uploaded
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.

The institution has Examination Committee which deals with all the issues related to examinations. Internal Assessment includes MID terms examinations, attendance, Assignment, Project Work/Report Practicals etc.. Examination department prepares a schedule for MID term examination in accordance with the academic calendar of the University and gives to students and teachers well in advance. The responsibilities like setting question papers, evaluating answer scripts, submitting marks sheets are also informed to concerned teachers well in advance and these internal assessment marks are sent to University when it is asked. Apart from MID term examinations, weight age is also given to attendance, assignments, Projects, Practicals and revision tests wherever it is applicable as for University norms.

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

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

The mechanism for redressal of grievances related to internal evaluation is as follows: Any queries related to internal assessment are to be sent to the Principal through Class advisors and are resolved by concerned Class advisor and subject teacher as early as possible and the same is reported back to the Principal. Any queries related to MID term examination answer scripts are answered by the concerned subject teacher when asked by the students. These answer scripts are shown to students with the permission of the Principal. Evidence for internal assessment marks will be produced by the concerned teacher to Class advisor or student with the permission of the Principal.

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

2.6 - Student Performance and Learning Outcomes

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

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://maharanee.ac.in
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution follows the syllabi laid down by the affiliating university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Head of the Department monitor the execution of the assigned syllabus and its timely completion. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination.

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

2.6.3 - Pass percentage of Students during the year

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

107

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

2.7 - Student Satisfaction Survey

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

<http://maharanees.ac.in>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**0**

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

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

The college has a number of committees to engage students in such activities. The college has one NSS unit, NCC Unit and Red Ribbon Club. During this pandemic time our College conducted a rally on Covid-19 precautions with NSS volunteers and NCC cadets. The NSS and NCC regularly takes care of the plants in College Campus. The college gives the opportunity to explore all ways of helping the community. The students are coming up with new ideas and ways to reach out to the community. Many of our students are part of NGOs like Blood Connect, Lions Club, Red Ribbon Club etc.

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

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****0**

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

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

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

0

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

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

0

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

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

0

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://maharanee.ac.in

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

Yes, The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://maharanee.ac.in

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://maharanee.ac.in
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

1.5

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

4.2 - Library as a Learning Resource

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

No, Our College didn't have Integrated Library Management System (ILMS)

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

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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

22

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

4.3 - IT Infrastructure

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

Yes, Institution frequently updates its IT facilities like Computer Labs-2, Laptop Lab-1, Digital Class Rooms-2, Virtual Class Rooms-3, E-Campus Management for centralized data maintenance, providing E-resources, through N-LIST E-books and E-journals facility. College campus having Wi-Fi internet facility with 50MBPs Speed and unlimited accesses.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://maharanee.ac.in

4.3.2 - Number of Computers

25

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

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

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

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)****1.5**

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

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.

Laboratory:As the College has Science departments, the Laboratory policy forms the core in the working of the institution. As the Laboratory has several instruments and equipment, their maintenance becomes inevitable to utilize it optimally. Record of maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. **Library:**The library of the college has its own mechanisms and system in

placeto identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff. Sports: Sports committee looks after maintaining the sports ground and sports equipment. Committee organises various indoor and outdoor sports competitions for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. Computers: Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure is done regularly. Annual maintenance contracts for computers, copier machines, software are given. Classroom: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://maharanees.ac.in

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

655

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted 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**0**

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)	No File Uploaded

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

A. All of the above

File Description	Documents
Link to institutional website	http://maharanees.ac.in
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**0****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****0**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****50**

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
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****0**

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****0**

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

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

Our College Students representatives were participated in various administrative, Co-curricular and extracurricular activities. Teachers' Day, Fresher's Welcome, Students Farewell and College Annual day are organized exclusively by the Student representatives (Members of the various committees). Member Students play active role in College Annual function, College Sports and during new admissions. Inputs and suggestions are sought from Students' committee members when organizing student related events. Council acts as a liaison between teachers and students as well as between college administration, various committees and students to facilitate easy flow of information. The Students representation is also there in various committees like Library Committee, etc as well as in many committees. In the present pandemic situation where face to face interaction with students is difficult the role of active students that are selected by the fellow classmates have increased a lot for disseminating vital information and acting as a link between students and teachers.

File Description	Documents
Paste link for additional information	http://maharanee.ac.in
Upload any additional information	No File Uploaded

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	
0	
File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	No File Uploaded
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	
Reg.No.1014/2008 Yes, Alumni Association has been registered in the year 2006-07. The activities and major contributions of the association? To strive for the development of alma mater. To promote curricular and co-curricular activities of the institution. To promote healthy practices like honouring teaching and nonteaching staff on teacher day on 5th September. To extend financial assistance to the economically poor and needy students take up any other incidental activity to fulfil the objectives of the association. Every year the old students meet in January on Bhoghi festival. They have provided funds for organising seminars and guest lectures. The old students contributing to the institution.	
File Description	Documents
Paste link for additional information	http://maharanee.ac.in
Upload any additional information	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is in accordance with the vision and mission statement reflecting the goals and objectives of the institution. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. Towards this objective, job-oriented, self-financing degree courses and add-on certificate courses have been introduced to improve the employability of students by making them skilled, self-reliant and globally competent. Besides economic selfreliance, emphasis is also placed on providing our girl students with valuable skills in self-defence. A host of co-curricular activities conducted during the course of a year, celebration of important day sand events and cultural programmes organized by different clubs and societies seek to enhance the cultural development of the students. Moralvalues of responsibility, leadership and social empathy are inculcated among the students through various social outreach programmes conducted by the NSS, NCC and Women's Forum. Students from different cultural, religious and linguistic groups work together on the same platform to promote bonds of friendship, understanding and cooperation.

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

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

From the beginning, this institute has a practice of decentralized and participative management. The college provides opportunity to everyone to participate in decision making process by constituting various committees like disciplinary committee, Grievances and

redressal committee, Health Services, Women Welfare Committee, Library Services, Education tour committee, Time table committee, Admissions Help Desk etc., All the decisions related to both academic and administrative are taken by participative management. Principal is the administrative and academic head followed by vice principal and heads of various committees. Meetings are held often within the committee and the recommendations are sent to principal. The Principal in consultation with all committees heads takes the final decision. Two such practices are: the examinations are carried out periodically throughout the year. There is an examination committee in the college which takes care of all the issues related to examinations. The examination committee meets very often and discuss the issues like examination schedule, question papers, mark list, seating plan etc.,

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: As per Adikavi Nannaya University

Teaching and Learning Lecture Method: Power Point presentations, Online Classes, Youtube Videos, Virtual Class Rooms, Digital Class Rooms

Examination and Evaluation: Internal Evaluation System and University Examination and Evaluation System followed

Research and Development: Our college IQAC promote Research and Development for faculty. Library, ICT and Physical Infrastructure / Instrumentation: Our college Library have Number of Books and Journals

Admission of Students: The admissions of the students are strictly followed as per AP CCE rules

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

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.

The institution has various bodies for smooth execution of work in all departments and levels.
GOVERNING BODY:The Governing Body as per the Constitution of the college has 10 members in all. It comprises of the President of the Sri Manthana Venkata Raju Seva Samithi.
ADMINISTRATIVE SET UP: The Secretary and the Principal form the nucleus of the administration with the former being the final authority in all financial matters. The Principal is vested with the day to day running of the college. The Principal along with the IQAC Coordinator, Departmental Heads, AsConvenors of various Committees coordinates and mobilizes the entire work process of the college.
THE FUNCTIONS OF VARIOUS BODIES:Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of the irrespective committees. In order to encourage and enhance the research culture among the students and the teachers Research Committee has been set up which facilitates in the research oriented activities. There are different committees which aim to deliver to the society in numerous ways like National service Scheme(NSS), National Cadets Corps(NCC). The Career Counselling and placement committee looks after the career prospects and placement of the students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in

A. All of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination	
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
The College undertakes various welfare activities for both the teaching as well as non-teaching staffs. All the statutory leaves are granted to the faculty members and 'On duty leaves' are given to the teaching staffs for attending Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences at various levels. The college supports the endeavour of the teaching faculties for applying for Major and Minor Research Projects. At the time of superannuation, the financial matters of the teaching as well as non teaching staffs are settled by the College in a prompt manner.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
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)	No File Uploaded

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

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

0

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

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

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

0

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

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

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at strategic locations in the campus where the students can express their query or concern about teachers which is also considered by the Principal. Online feedback is also obtained from all students time to time . All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner. All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for which staff members are assessed under different categories includes character and habits, departmental abilities, capacity to do hard work, disciplines reliability, Co-operation with superiors, sub ordinates, colleagues, students and public, technical abilities (for office staff) etc..

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

6.4 - Financial Management and Resource Mobilization

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

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted regularly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details. The compliance report of internal audit is submitted to the management of the institution through the Principal. Before the commencement of every financial year, the principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management. All vouchers are audited by an internal financial committee periodically. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized. After the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits.

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

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

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

0

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

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

The institution is administered by the Governing Body following the best possible practices in the given working scenario. The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of receipts are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, fines and other miscellaneous income from sale of old newspapers, magazines, scraps etc. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards. A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved by at least five office bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management.

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

6.5 - Internal Quality Assurance System

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

The vision of the institution is to impart, promote and spread holistic education among students to make them self-reliant

and responsible members of the community. With this vision before us, the IQAC has focused on Mental Well-Being programmes and workshops particularly for the students. The programmes conducted by specialists in the field give an insight into the common worries and uncertainties which cloud the minds of the young adults. The discussions help the students to identify their areas of concern and the interactive sessions give them the opportunity to vent their anxieties and woes. Such programmes initiated by the IQAC, are now held at regular intervals and have become an essential part of the college calendar. Even during the period of pandemic and ensuing lockdown, such sessions were held on the virtual platform to take care of the students' mental health and to uplift their spirits. Another such initiative of the IQAC is the introduction of Gender Sensitisation programmes which seek to make the students aware of gender justice and gender equality issues. Such programmes are interlinked with gender empowerment and thereby attempt to fulfil the mission of the institution regarding empowerment of women in an environment of multi-culturalism and egalitarianism.

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

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

IQAC being the central body within the college monitors and renews the teaching learning process regularly. based on feedback necessary changes are being made . The IQAC conducts personal meetings with departments, internal examination committee, Council of the heads, The Principal throughout the academic year in the presence of the IQAC coordinator. Academic review of all departments is also done. It collects the information on academic activities such as completion of syllabus, unit tests, education trips etc. the IQ AC improve the teaching learning process through standard academic practices. these academic practices includes: 1. Preparation and adherence of academic calendar. 2. preparation of attendance sheets, formation of sections.

3. choice of electives 4. subject allocation load chart and time table preparation 5. mentor- mentee distribution 6. Conducting

seminars, projects, industrial training etc., 7. Monitoring class delivery 8. Monitoring attendance of students 9. Organizing guest lectures, industrial visits etc.,

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

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Due to Covid pandemic we didn't conduct any gender equity programme during this year.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institution takes initiative for the management of wastes which is generated within its campus. Solid Waste Segregation is done by hand sorting. The dry waste which includes paper, cardboard, plastics, scrap materials is separated from others. Organic wastes like the left over food, peels, scrapings from fruits etc are also collected in bins separately. They are handed over to the Waste Management Company, Vital Waste. For E-waste Management, the College segregates old computers, batteries and wires and dispose them at regular intervals. The electronic devices have varying proportions of glass and metals. Hence the disposal helps in consequent recycling of separated streams of aluminium, copper and circuit boards. As these are handed over to Vital Waste, they sort and separate the materials and prepare them for sale as usable raw materials. They are also used for the production of new electronics. However, no hazardous chemical waste is generated in the College Campus. All these ensures that the College takes care of the waste generated regularly by reducing the waste and make an effort for its re-use and re-cycle.

The laboratory wastes are also disposed taking proper measures.

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

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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

D. Any 1 of the above

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

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

The vision and mission of the College has been holistic

development of students and empowering them. With this objective, there is a merit-based selection of students from all communities with different socio-economic backgrounds. Seats are reserved following the reservation rules. Freeship is given to eligible students in need. Cultural programmes on the Annual Day Celebration and College Foundation Day are organized as joint effort that lays much emphasis on social harmony and awareness of the rich heritage of our country while at the same time inculcates collaborative work environment and hone organizational and leadership skills. Celebration in the form of either competitions (Eluction and Essay Writing) or students' presentation alongwith multilingual cultural programs on the occasion of various days like International Women's Day, Telugu Language Day, Sports Day, Alluri Seetarama Raju Jayanthi showcase the effort to not only acknowledge linguistic diversity but also promote linguistic harmony and subsequent awareness. Students are encouraged to join the different Social outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and make a better tomorrow. Celebration of Republic day & Independence Day through inspirational speeches has been an institutional practice for decades. Page

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

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

The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. In the different programmes celebrated by the Institution like Independence Day and Republic Day, the students and employees of the Institution are addressed by the President of the College with the message from the Constitution of India. The significance of the Day is illustrated to all with the words from the Preamble, Fundamental Rights and

Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the symbols of national unity like National Flag and National Anthem. Commitment to such values instills confidence, self-control, adaptability, motivation, optimism and truthfulness in the character and personality of the students. The NSS unit of the College undertakes different kind of activities and teach the students the importance of giving back to the society by believing in the principle of equality, fraternity and societal justice. The College encourages the students as these kinds of participations help in instilling positive qualities among the students like leadership, tolerance, problem-solving and help in developing innovative thoughts on contemporary issues.

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

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

Due to Covid pandemic we didn't conduct any gender equity programme during this year.

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

7.2 - Best Practices

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

The Institution adopts a number of good practices among which the two best practices which has been its integral part include:

- 1. The use of ICT:** the Institution has been one of the pioneers to introduce ICT for regular operations of the college in its neighbourhood. ICT has been put to regular use in academic as well as all administrative activities of the Institution. Regular upgradation of ICT infrastructure is a regular feature for the institution ensuring the best outcome for all the stakeholders.
- 2. The Social Outreach Activities:** Social outreach activities have been a priority for the Institution since its inception as it was built on the values of Mahatma Gandhi. There are four social outreach units in the institution which keep no stone unturned to reach out to all the possible sections of the society where service is rendered with empathy and enthusiasm. These best practices are highlighted in the institutional website in order to spread the message among its stakeholders about the values that it upholds.
- 3. Skill Empowerment Cell:** Self help and job oriented courses started, Skill Courses help students to stand economically.
- 4. Biodiversity and Environmental Engagements:** It changes attitude towards environment, plantation in the campus. Quality of harvested rain water increased, Ground water level can be improved.

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

7.3 - Institutional Distinctiveness

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

The Institution strives to empower today's women and uphold universal moral and social values along with a number of other visions. This year too, the Institution has worked and achieved some milestones as a part of their social outreach activities. The four social outreach units have worked in coordination to try and touch lives in different strata of the society. Even during the hard times of the pandemic when the institution space became inaccessible and physical meetings were not possible the social outreach units adapted to the need of the hour and continued their services towards the society in all possible ways. Contributions and donations were forwarded to various social welfare organizations. Student members were also encouraged to participate in various activities and webinars that included relevant topics like yoga, mental wellbeing, health awareness, legal issues, social causes, gender stereotypes, waste management, career opportunities and such others.

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

7.3.2 - Plan of action for the next academic year

Planning conduct value added and certificate courses. Planning to install fully automated software system in Library and Office