YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   **V.K.V. GOVERNMENT DEGREE COLLEGE**

- Name of the Head of the institution   **Dr. KUNCHE PEDDI RAJU**

- Designation   **PRINCIPAL**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **9849711253**

- Mobile No: **9849711253**

- Registered e-mail   **jkcrjyec.kothapeta@gmail.com**

- Alternate e-mail   **kpraju.9849@gmail.com**

- Address   **6-111 Kowshik Road**

- City/Town   **EAST GODAVARI**

- State/UT   **ANDHRA PRADESH**

- Pin Code   **533223**

2.Institutional status

- Type of Institution   **Co-education**

- Location   **Rural**

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **ADIKAVI NANNAYA UNIVERSITY**
- Name of the IQAC Coordinator   **Dr. KONDA ANKAMA RAO**
- Phone No.   **08855243440**
- Alternate phone No.   **08855243440**
- Mobile   **9440015140**
- IQAC e-mail address   **vkvnaac2020@gmail.com**
- Alternate e-mail address   **araokonda@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://gdckothapeta.edu.in/

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://gdckothapeta.edu.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.13**	**2019**	**21/05/2014**	**04/05/2019**
Cycle 1	**B**	**72**	**2006**	**21/05/2006**	**22/05/2011**

6.Date of Establishment of IQAC   **28/07/2006**

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
0	**0**	**0**	**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   **5**

- 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)

Significant Contribution made by IQAC AY 2021-2022 1. IQAC encouraging all the departments to observe National / International Important days which are suitable to their departments along with the students and encourages all the departments to made functional MOUs with other colleges/organizations. 2. Introduction to certificate/Add-on programes by the various departments for the benefit of the students. IQAC encourages all the departments to conduct extension activities with the students to community service. 3. IQAC encouraging the departments to conduct national/ international seminars /webinars /workshops and encouraged staff to register for Ph.D to promote research and encourages all the faculty to publish research papers in various UGC care Journals. 4. IQAC Conducting orientation programs to the teaching and non-teaching staff in the beginning of Academic year and encouraging all the departments to conduct field trips/industrial tours for the students to improve practical knowledge of the students. 5. IQAC encouraged staff to do RC and OC courses conducted guest lecturers in various subjects and encouraged staff and students to do MOOCS courses and conduct bridge courses to the newly admitted students in the college every year.

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
Continuous Internal Evaluation System (CIA)	Adopted, Continuous Internal Evaluation System by conducting student seminars, quiz programmes, Assignments, Group discussions, swachhabharath programme, etc.
Feedback From Stakeholders	Feedback is Collected from stakeholders of the college and Evaluated. Action taken reports were prepared.
Conduct Periodical Meetings	IQAC conducting meetings periodically and recorded action taken report and resolutions for the next meeting.
Online and ICT enable teaching	All the staff members are effectively using Online and ICT teaching in various platforms like Zoom, WebEx, Google meet etc.
Organizing seminars/workshops/webinars	Majority departments are conducting webinars on subject oriented topics and general topics.
Conducting certificate courses	All the departments are conducting certificate courses to enhance the knowledge of the student's relevant to the current developments
Result Improvement	All the departments in the college are conducting remedial classes for the slow learners to improve their result in the semester examinations
Conducting Industrial tours and field trips	IQAC encouraging all the departments to conduct field trips/industrial tours for the students to improve practical knowledge of the students.

07-12-2022 02:11:33

Extension Activities	IQAC encouraging all the departments to conduct extension activities with the students to community service
Celebrating National/International Important days	IQAC encouraging all the departments to celebrate National/International Important days which are suitable to their departments along with the students.
Functional MOUs	IQAC encouraging all the departments to made MOUs with other colleges/organizations.
Faculty Improvement programmes	IQAC conducting faculty improvement programmes for both teaching and non-teaching faculty.

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

Part A

Data of the Institution

1.Name of the Institution	**V.K.V. GOVERNMENT DEGREE COLLEGE**
• Name of the Head of the institution	**Dr. KUNCHE PEDDI RAJU**
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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

Multidisciplinary/Interdisciplinary

In multidisciplinary education various departments in the college will cover a wide range of subjects and help students better understand how different subjects of study correlate when it comes to real-life applications. Based on the National Education Policy 2020 recommendations the establishment of large multidisciplinary HEIs is required in or near every district by

2030. Multidisciplinary HEIs may also seek collaboration if they want to add more programmes and expand. Integrated programmes will be able to give a combination of benefits from two degrees to students.

"A multidisciplinary institution should not only have different departments, but also imaginative and flexible curricular structures to enable creative combinations of disciplines for study."

Our Institution VKV Government Degree College, Kothapeta, Dr BR Ambedkar Konaseema District, is affiliated to Adikavi Nannayya University, Rajamahendravaram, East Godavri District, Andhrapradesh. Our college is functioning under the purview of Commissioner of Collegiate Education, Andhrapradesh. Being a non-autonomous college we have restrictions to turn our institution as multidisciplinary.

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC)

Continuing the chain of building transformative educational setup, UGC has introduced the "Academic Bank of Credits" (ABC). It helps faculty to manage & check the credits earned by students.

Objectives of ABC...

- To promote student-centric education
- Focus on learner-friendly teaching approaches
- Implement an inter-disciplinary approach
- Allow students to learn the best courses of their interest
- Enable students to learn at their own pace

Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. It will enable students to open their accounts and give multiple options for entering and leaving colleges or universities. There will be "multiple exits" & "multiple entries" points during the higher education tenure & credits will be transferred through the ABC seamlessly.

ABC can be considered as an authentic reference to check the credit record of any student at any given point in time. Thus,

the concept of ABC is fuel to boost the efficiency of faculty and help students embrace a multi-disciplinary educational approach. The idea is to make students "skillful professionals" and help their overall growth.

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17.Skill development:

Skill Development

Our Institution VKV Government Degree College, Kothapeta, Dr BR Ambedkar Konaseema District, is affiliated to Adikavi Nannayya University, Rajamahendravaram, East Godavri District, Andhrapradesh. Our college is functioning under the purview of Commissioner of Collegiate Education, Andhrapradesh. Being a non-autonomous college we should follow the APSHE, CCE and University guidelines to implement skill development courses on our institution.

In our college the skill development courses for Degree students are as follows:

S.No.	Course	Semester	Skill development course	
1.	B. Sc	I	1. Electrical Appliances 2. Plant Nursery	
		II	1. Solar Energy 2. Dairy Technology	
		III	Poultry Farming	
2.	B.Com	I	Insurance Promotion	
		II	1.Business Communication 2.Logistics &Supply Chain	
		III	Retailing	

3.	B.A	I	Tourism Guidance	
		II	1.Survey Reporting 2.Socail Work	
		III	Financial Marketing	

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

Appropriate Integration of Indian Knowledge System (IKS)

(Teaching in Indian Language, Culture, using online courses)

Education System is properly balanced with the integration of knowledge and skills in an appropriate manner. In today's education, organisation of knowledge content "what to know" has taken over the best of knowledge seeking 'inquiry', i.e., "how to know". The entire Indian Knowledge Tradition has always focused on 'how' rather than 'what'. Not only the skills to use the technologies, but also the life skills to use the knowledge in life, are very important.

IKS in simple words teaches us how to inquire? In what way? To what extent? Fundamental sutras will guide and re-orient our thinking process. Integration process involves the basic introduction to IKS, it's nature and structure, Scope & History, amalgamation of fundamental IKS concepts into the modern textbooks, and finally developing Indian Thought Models based on available IKS literature, and their application into various contemporary problems solving methods. In the context of IKS or IKS based education, Indian Languages play a very crucial role. The IKS is understood with the understating of basic categories. Such basic categories of any Indian Knowledge System are expressed through Indian Language terms

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Commissioner of Collegiate Education, Andhrapradesh. Being a non-autonomous and rural background college we should follow the APSCHE, CCE and University guidelines to implement Appropriate Integration of Indian knowledge system. Our college is bound to follow curriculum designed by the APSCHE and University. In our institution knowledge is shared to the students through regional language Telugu and English. Our college offers Telugu is the second language to all students. English language is compulsory to all the students as per University curriculum.

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

Outcome Based Education (OBE)

Our Institution VKV Government Degree College, Kothapeta, Dr BR Ambedkar Konaseema District, is affiliated to Adikavi Nannayya University, Rajamahendravaram, East Godavri District, Andhrapradesh. Our college is functioning under the purview of Commissioner of Collegiate Education, Andhrapradesh. Being a non-autonomous institution we are implementing outcome based education in our college.

The key to success in outcome based education is clarifies, for both teachers and students to understand what is expected from them. Outcome based education aims to create a clear expectation of results that student must achieve. The outcome based education includes skills, knowledge and attitude.

Outcome based education focuses on results rather than learning process. In our college students are given clear objectives in each subject and implements regular evaluation process. Students receive personalised feedback on how well they have to achieve those goals by each department.

Each department of our college announces course objectives and outcomes in each subject to the students and we implement a mechanism for achieving the outcome from students through assignments, student seminars etc.

Our college also announces programme outcomes and programme specific outcomes to students by all departments and we implement mechanism to achieve them.

Our college adopts feedback mechanism and collects feedback from all the stake holders, evaluated and action taken reports were prepared.

Our institution conducts student satisfaction survey and this also taken into consideration for implementing effective outcome based education.

20.Distance education/online education:

Distance Education

Our Institution VKV Government Degree College, Kothapeta, Dr BR Ambedkar Konaseema District, is affiliated to Adikavi Nannayya University, Rajamahendravaram, East Godavri District, Andhrapradesh. In our college Ambedkar Open University study centre was established in 2010 which offers undergraduate non-Science courses in distance mode.

LERNER SUPPORT CENTER NO :116 ESTD ;1997

Academic year 2021-2022

The motto of the University is "EDUCATION FOR ALL".

Principal Dr.K.P.Raju

Coordinator S. Aruna Kumar

TEACHING STAFF

M. Satyam, Lecturer in History

K. Chinna Babu, Lecturer in Economics

M. Srinivasa Rao, Lecturer in Political Science

P. Kantha Raju, Lecturer in Public Administration

B. Lakshman Rao, Lecturer in Sociology

S. Rajendra Praasad, Lecturer in Telugu

B. Subbalakshmi, Lecturer in English

A. R. G.V.N.M.K. Eswar Rao, Lecturer in Zoology

                    NON TEACHING STAFF

B. Chandra Sekhar, JACT

I. Lakshmi Devi, Attender

G. Rajeev Gandhi, Sweeper

Singh Sonu Bahadur, Night watchman

B. Bangarayya, Scavenger

Courses offered

B.A {English and Telugu medium}

B.COM {English and Telugu medium}

B.COM computers {English and Telugu medium}

B.SC BZC {English and Telugu medium}

B.SC MPC {English and Telugu medium}

B.SC COMPUTERS {English and Telugu medium}

PRESENT STERENGTH OF THE STUDY CENTER

YEAR	GROUPS	STERNGTH	
I Year {From 2021-2024}	B.A, B.Com, B.Sc	162	
II Year {From 2020-2023}	B.A, B.Com,	156	

	B.Sc		
III Year {From 2019-20022}	B.A, B.Com, B.Sc	116	
	TOTAL	434	

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	7

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	473

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	224

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	91

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**24**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**24**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**08**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**0**
4.3 Total number of computers on campus for academic purposes	**27**

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 V. K. V. Government degree college, Kothapeta is affiliated to Adikavi Nannaya University to improve the quality of curriculum to local needs and students academic levels, it is added with institutional practices as for the vision, mission and objectives of the institution. IQAC prepares institutional plan for the whole

year in consultation with all the departments and academic cell.

IMPLEMENTATION: Syllabus and academic calendar given by the university are kept in the college website and it was followed by all the departments in the college.The life skill courses, skill development courses and skill enhancement courses along with curricular and co-curricular activities are effectively delivered to the students. Outcome based teaching and learning system with student centric method is implemented by the all departments in the college. Teachers use ICT tools like Google classroom, Pickers, video lessons.IQAC conduct meetings frequently to supervise the overall effective curriculum delivery.

MENTORING SYSYEM: Student-mentor system is operating in the college, with each faculty member is allotted around 20 students to monitor overall development of the students.Slow learners are given special attention by conducting frequent slip test and remedial coaching. Advanced learners are encouraged and trained to reach their goals and moderate learners are encouraging with cooperative learning system.

As per the departmental annual curricular plan assignments, seminars, periodical tests, internal examinations, field trips and quiz programmes are conducted.

Feed back is taken from students, teachers, alumni and other stakeholders which helps to assess better curriculum delivery.

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

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

Our V. K. V. Government degree college, Kothapeta follows the academic calendar published by Adikavi Nanayya University. The class work of 3rd and 5th semesters of all programs (B.A, B.COM, B.SC) begin in the month of October and the class work of 1st semester of all programmes commences in the month of December. The class work of 2nd, 4th and 6th semesters commence in the month of March for the academic year 2021-2022. As soon as the class work of first semester begins orientation programme and student

induction programme will be conducted. As per the academic calendar given by the Adikavi Nannayya University the midterm exams will be scheduled in the college. Dates for conducting assignments, student seminars in every semester decided by each and every department based on the completion of first year admissions, public holidays, festival vacations and other planned activities of the college. The continuous internal Evaluation (CIE) will be strictly implemented in the college as per the guidelines given by CCE and Adikavi Nanayya University. Based on the marks obtained in the midterm exams, students are divided into two groups i.e., slow learners, moderate learners and advanced learners. After the midterm examinations marks sheets are prepared and submitted to the examination department of the University. The examination committee looks after every aspect of continuous internal evaluation. As per the academic calendar and examination time tables both theory and practical examinations will be conducted.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

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

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

07

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

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

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

07

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

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

193

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

193

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

1.3 - Curriculum Enrichment

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

The V. K. V. Government degree college, Kothapeta integrates cross-cutting issues relevant to Professional Ethics, Gender, Human values, Environment and sustainability into the curriculum.

Professional Ethics:

• Professional Ethics are taught to students as part of their holistic department.

• Importance for group work and imbibing leadership is being taught moral and ethical values are integral part of education of the students.

• All the departments and student supporting services are observing national/local important days.

Gender equality:

•To maintain equality among students and staff the women empowerment cell and anti Ragging cell arefunctioning in the college.

• Women development cell organizes gender awareness programmes such as female foeticide, save girl child activities by inviting eminent personalities and student debates.

•The Rangoli competitions and food festivals are conducted every year in the college.

Environment and Sustainability:

• Environment sustainability is a part of study in the curriculum.

• As prescribed in the curriculum, students have" Foundation courses" in the curriculum, which helps to createawareness about the ecosystem, biodiversity, natural resource conservation, waste management and pollution.

•Tree plantation programme is carried out every year under VANAM-MANAM program with the help of NSS volunteers and staff.

Human values:

• **Students participate in various social activities like Blood donation camp, save girl child, Tree plantation,Swachha Bharat and Rallies for awareness regarding infectious diseases like Covid 19 and Dengue etc.**

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

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

0

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

381

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	C. Any 2 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://gdckothapeta.edu.in/criteri1/

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

280

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

102

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 departments use monitoring and mentoring to keep track of slow learners' progress. Along with teachers, some advanced learners are encouraged to mentor weak students and help them with explanations and notes. Revision classes and counselling sessions are held and additional teaching is taken up if required.

Tutoring by peers, senior students, and mentors is offered. Corrected assignments and answer scripts are shared with each student and discussed to enable students to recognize their problem areas and improve. Students are encouraged to writePGCET and Competitive examinations.Medals and merit certificates are awarded to the toppers in the University semester end examinations. Meritorious students are included as members of Committees. Training and Placement Cell (JKC) invites Companies and Industries to hold their placement drive at the COLLEGE and students are encouraged to actively register for the interviews. Training and Placement Cell also provides training in interview skills and communication skills.

The department assesses the learning levels of the students in two ways at the time of the commencement of the program. Students enrolled in the department are identified as slow and advanced

learners based on the degree of marks obtained. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners.

In order to enhance their confidence level, the department conducts different activities such as NSS, Cultural, and Sports to develop their overall personality.

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

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

Number of Students	Number of Teachers
473	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence.The teacher facilitates learning by allowing each individual student to comprehend at their personal level.by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.

Courses of the College are defined highlighting course objectives, programme specific objectives and programme outcomes.Feedback of the Course and teachers, given by students at the end of each semester provides an opportunity to identify any gaps which can then be addressed.

Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects are some of the means utilize by the Departments to provide experiential and participative learning.

Internal assessments are planned so as to encourage students to work independently. Written Assignments & Seminars, are the second component of internal assessment.

Discussions and debates on contemporary issues are encouraged.Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. NSS Cell have been set-up for the students to participate, integrate and learn.

Representatives of students serve as members on committees like Internal Quality Assurance Cell, Internal Complaints Committee, Grievance Cell in order to involve them in the decision-making process and maintain transparency apart from inculcating a sense of responsibility in them.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

The faculty members of V.K.V. GOVERNMENT Degree College use online education resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching and provide enhanced learning experience to the students.

The faculty members of the Department of Computer Science and Technology naturally leads in the complete adoption of ICT enabled tools to render teaching; however, almost all the teachers use in some way or other ICT tools to teach and train their students.

Few departments have Digital classrooms, LCD projectors and MANA TV Room which are used for screening educational movies, documentaries and for making power point presentations.

Faculty members prepare modules on important topics which are produced and recorded through OBS Studio and made available for students on line.

You- Tube, E- mails, WhatsApp groups, Zoom, Google meet, Cisco Webex and Google Classrooms are used as platforms to communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

The library also provides access to computers and on-line journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads.

Every faculty member is necessarily required to upload students' attendance, internal assessment marks and MID examinations marks in addition to the feedback on the curriculum, on the class teacher and teaching-learning environment on every course in every semester.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gdckothapeta.edu.in/virtual-class-rooms/

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

14

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

2.4 - Teacher Profile and Quality

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

`23`

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	View File

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

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

`6`

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

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

2.4.3.1 - Total experience of full-time teachers

`81`

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.

Response:

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings withfaculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per the schedule given in academic calendar.Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assessment.

Due to internal assessment, the interest of the student towards learning and attending the classes has been also increased. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in V.K.V. GOVERNMENT DEGREE COLLEGE in terms of dealing with internal examination related grievances. Various internal examinations are being performed throughout the Semester. Some of them are- Unit-test-1, unit-test-2, Assignments, Mid Examination-1, Mid Examination-II, laboratory continuous evaluation,Project evaluations, etc.

Internal Assessments (Test -1 and Test- 2):

Immediately, after completion of the unit test, the solutions of the test along with question wise marking scheme is displayed on notice board.The faculty evaluates the answer papers within a week of conduction of test. The evaluated answer sheets are shown to students in class.

At the end of the semester the average marks of both the unit- tests is calculated and verified with the students.

Assignments-

Faculty evaluates assignments based on the rubric (set of instructions or rules) which is also shared with the students. The rubric consists of criteria- timely submission, clarity, neatness, etc. The evaluated assignments are given back to students thus maintaining the transparency.

Lab experiments-

The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned based on the lab rubric (rules) designed by the faculty.

Project evaluation-

In a semester TWO internal evaluations of the project is conducted

in front of the panel consisting of group of faculties. The rubric is designed for these two presentations having criteria- quality of problem formulation, literature analysis, presentation, team work, etc.

File Description	Documents
Any additional information	[View File](#)
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.

Response:

The V.K.V. Government degree college has clearly stated learning outcomes of the Programmes and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

1. Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
2. The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College staff meeting in the presence of principal.
3. The students are also made aware of the same through Tutorial meetings
4. Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at college level

The institution is running Under Graduate (B. A, B.sc, B. com) courses for the students. 273 students got admitted in B.Sc, B.Com & B.A (UG Courses) for the academic year 2021-2022. 41 final year Students were successfully passed out of 83 . There are 14 subjects in the college viz. English, Telugu, Economics, History, Political Science, Tourism, Physical Education, Chemistry,Physics, Botany, Zoology, Mathematics, Computer Science and Commerce.

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

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

Response:

Our Institute V.K.V. Government Degree College is affiliated to Adikavi Nannaya University,Rajamahendravarm. We offered Under Graduate, and courses under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute followed the curriculum designed by our affiliated university. The POs , PSOs and COs are evaluated by the institution and the same are communicated to the students.

After measuring attainment of POs , PSOs and COs students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently in the last five years. In a similar way, the ratio of students' placement is also increasing. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

Subsequently, the College implemented the mechanism as follows: -

- **The institute followed the Academic Calendar of our affiliated university.**
- **All the subject teachers maintained Academic Diary in every academic year.**
- **All the subject teachers prepared Semester-Wise evaluation Reports.**
- **Internal examination committee, constituted by the Principalanalysed evaluation reports of the results.**

Attainment levels are finalized at college level and conveyed to IQAC Coordinator through Internal Examination Committee. The attainment level of each CO is computed by setting weights as follows:

Weight

Benchmark

1

Number of students securing below 35%

2

Number of students securing above 36 to 45 %

3

Number of students securing above 46 to 60 %

4

Number of students securing 61% and above.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

41

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://gdckothapeta.edu.in/criteria-2/

2.7 - Student Satisfaction Survey

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

https://gdckothapeta.edu.in/criteria-2/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

01

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

02

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

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

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

01

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

3.3 - Extension Activities

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

Our Institute, Being an inextricable part of the community,conducts various extension activities for community development and welfare..

College responds to community problems and extends necessary help and support.

During the floods of godavari river in the month of July 2022, NSS wing of our institute along with students and lecturers distributed food and water to the people in flood affected areas.

As a part of their community service project, students of our college conducted various awareness programmes to address social issues viz. Plastic, sanitization, ODF, water contamination, deplantation, shortage of power, environmental pollution identified through socio economic survey in and around villages.

NSS wing conducts various programmes twice in an year in benefit of people in adopted village.

Students voluntarily participated in blood donation campaigns, food distribution to needy people, pulse polio and vaccination awareness programmes, help to orphans , fund rasing for needy, swacha bharat, plantation of saplings and so on.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

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

0

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

12

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

1029

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

3.4 - Collaboration

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

11

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college. Our college has 9 Class rooms, 3 digital class rooms and 1 Seminar Hall. The class rooms are equipped with fans, tiles flooring, white boards having good ventilation. One virtual class room with LCD Projector. The three digital class rooms are equipped with digital board and podium

which are heavy battery back-up facility. Our institution has well equipped laboratories in science departments and computer department is equipped with latest software and operating system. All together 60 computers are available in this college in office and departments.

The Time Table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipment.

· Optimal deployment of infrastructure is ensured through conducting workshops/awareness programs/training programs for faculty on the use of new technology.

· Effective utilization of infrastructure is ensured through appointment of adequate and well qualified lab technicians/system administrator.

· The optimal utilization is ensured through encouraging innovative teaching – learning practices.

· The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, Campus Recruitment Training classes, campus recruitments, meetings, seminars, conferences etc.,

· It is used as an examination centre for conducting University Examinations also.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

Sport is an integral part of the curriculum. The college is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of students. Various sports competitions such as inter departmental, inter collegiate, Inter University, etc help in developing team spirit in students. Talented students are honored with medals, trophies and certificates. Our college was inspired by a simple

principle: training and playing together is a quick path to friendship and understanding.

Our college has open dais to conduct cultural activities in different occasions. The department of Physical Education in the college is well equipped with various facilities in sports and games for indoor and outdoor also. There is an adequate play ground with indoor game facilities as Chess, Carom and Cricket ground, Volley ball court, Basketball court, Ball badminton and Football ground as outdoor games. A sophisticated gymnasium is also facilitated by the college for the students to develop their physical strength and fitness. The department of Physical Education is functioning under the guidance of K. Kanaka Raju. Apart from this, our college students also participated in the competitions organized by other colleges and won many prizes. Our students were also selected in University level teams in Cricket, Kabaddi and Boxing.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

04

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://gdckothapeta.edu.in/digital-class-rooms/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

in Lakhs)

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

0

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

4.2 - Library as a Learning Resource

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

Our VKV Government Degree College, Kothapetahas a full-fledged Library with 10026 textbooks, 4938 reference books, 107 Journals and magazines. All the students and staff are benefitted using the library. It has a computer facility and was partially automated in 2014. The Books and Journals are purchased to the library using UGC fund and SC/ST Book BANK fund. Library has N-List subscriptions with 98 members. 15 teachers and 65 students visit the library per day.

• Every three months conducted Library Orientation Programme for Newly Joining students for how to use the Library, Reading room, Reference books, Competitive etc.,

• 14th November to 20th November every year the Department of Library science conducts Library Week Celebrations. Apart from this we are conducting various competitions like Essay writing, Elocution, G.K Test, Quiz etc. We also conduct a book Exhibition every year in the Department of Library.

• Every year two times they conduct an awareness programme for the development of Reading Habits in the College.

File Description	Documents
Upload any additional information	View File
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 | **D. Any 1 of the above**

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

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

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

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)	View File

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

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

15 & 65

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Our Institution VKV Government Degree College, Kothapeta has provides Internet, Wi-Fi facility and LAN to the staff members and students to meet connectivity requirements. We give provision of power backup to avoid disturbance in smooth conduct of online Seminars, practical during Guest Lectures, Lab Sessions etc. We have 3 digital class rooms, One virtual class room LCD Projector. The three digital class rooms are equipped with digital board and podium which are heavy battery back-up facility. Our institution has well equipped laboratories in science departments and computer department is equipped with latest software and operating system. All together 60 computers are available in this college in office and departments. Out of this our college has Jawahar Knowledge Centre (JKC) with 18 computers which are in working condition to enrich the knowledge of the students through the conducting of certificate courses and Job Melas to provide better placements to our students. Computer Lab having 9 computers which are in working condition with 1:3 student – Computer ratio. There are 3 computers in Library to enhance the knowledge of the students and staff. The departments have 4 computers which are in working condition and Office having 3 computers and 4 printers which are in working condition for Administration of the College.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

27

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

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

1.6

File Description	Documents
Upload any additional information	[View File]
Audited statements of accounts.	[View File]
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File]

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

1. Our VKV Government Degree College, kothapeta, has been maintaining appropriate procedures in the form of Records for each Physical component.

2. The laboratories, which are fully equipped with the spacious accommodation for the students, have been maintained meticulously to avoid unexpected incidents.

3. The College Library is treasured with thousands of old and new editions of books, which are under the process of computerization.

4. The College has sufficient play ground with wide variety of equipment and multipurpose gym.

5.The Departments in college have adequate computers with internet facilities to access updated information for both teachers and students

6.The college has spacious class rooms some class rooms are embedded with LCD facilities

7. Our College has Women Empowerment Cell,NSS,JKC &Career Guidance Cell..

- To maintain and upkeep the infrastructure campus facilities and equipments, following activities are taken by college.
- Keeping department wise stock register by concerned laboratory assistant under the observation of administrative officer.
- Prepares report related to the damage/lost material, repair work or additional material installed in the lab.
- Department wise stock verification is processed in every semester break so as to keep things ready for the new semester is done by concerned coordinators of the department.
- Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories.
- Regular maintenance of laboratory equipment's and chemicals are done by laboratory attendant of concerned departments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

276

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to institutional website	https://gdckothapeta.edu.in/criteria-5/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

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)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

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

5.2.2.1 - Number of outgoing student progression to higher education

25

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

01

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

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

The VKV Government Degree College nominates class representatives (CRs) to each class to develop a bridge between the student community, Lecturers and administration of the institution. They are aware about the progress of academic activity. Participation of students in co-curricular activities, extension activities, sports and games, swatch bharath etc are part of the curriculum. The college nominates students representations in various committees which were established for smooth function of the institution such as cultural committee, sports committee, IQAC, College development committee, Red ribbon club, Anti ragging

committee etc to take decision in transparent way and to involve the student participation in the development of the college. By the student contribution they used to know about the pros and cons in the administration of the college.

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

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

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

15

File Description	Documents
Report of the event	View File
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)	View File

5.4 - Alumni Engagement

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

The VKV Government Degree College has Alumni association but it was not registered. At present there are around 100 members in the Alumni association. Alumni meetings are conducted in the institution every year and the minutes have been recorded. Some Alumni members are donated books to the library of the college.

File Description	Documents
Paste link for additional information	https://gdckothapeta.edu.in/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To strive to provide equitable quality education to the students in general and to those from the underprivileged sections of the society in particular and produce intellectually competent, morally upright and socially committed citizens of the nation. To make the students as contributors to natural, economic, scientific, social development by providing conceptual, technical and financial skills.

Mission:

To train all the students in self-discipline, self-confidence, self-sufficiency and to create awareness of social responsibilities through curriculum, extension services and healthy and best practices. Creation of academic infrastructure to enable the students to learn-Learn to serve with self- discipline, self-confidence and self-reliance.

Objectives

- To draw out, to cultivate, to excite and to inspire,
- To create an atmosphere where a student can think critically and constructively, seek truth, and solve problems
- To develop job oriented communicative skills

- **To train the students to bring together natural resources and human potential as recommended**
- **To promote intellectual adventure,**
- **To develop leadership qualities,**
- **To reduce social and cultural disparities.**

Description:

The principal, teaching and non-teaching staff of the Institute are committed to work towards the achievement of vision and mission of the institute. Administration and Governance of the institution are student centric and dedicated to create and maintain quality teaching and learning environment and infrastructure for the benefit of student community. Besides the curriculum, various activities are designed and implemented in a way to uplift the morality and social responsibility among the students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Institute's policies and procedures are framed through staff council meetings. Every staff member will be given an equal chance to express their opinions regarding all academic and administrative issues to be discussed. Resolutions will be passed after discussion in staff council.College level committees are formed.Every committee constitutes a convener and members and Every staff member of the institute is either a member or convener of a few committees.

Every stake holder of the institute viz, teachers, non-teaching staff, students, parents and society will be given a chance to participate in overall development of the institute by providing necessary feedback and suggestions. Meetings with students, student representatives and parents of the students are periodically conducted to invite their opinions and suggestions to develop institute.

Practices of Centralization and Decentralization will be followed

in this institute. Some of the decisions will be taken by Head of the institute. Power to take Some decisions are delegated to vice principal.In charges of the departments can take decisions at their department level.

Case study:

Decentralization helps to eradicatethe red-tapism and helps in prompt working, since admissions work decentralized to department level the admission work had been conducted at a greater pace with utmost accuracy.Academic matters are entrusted to Academic coordinator and IQAC Coordinator will coordinate all activities in such a way that overall quality of the institute maintained. Office superintendent will look after the office matters for the smooth conduct of office.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutes perspective plans as reflective in Vision and Mission are as under:

- To strive to provide equitable quality education to the students in general and to those from the underprivileged sections of the society in particular.
- To produce intellectually competent, morally upright and socially committed citizens of the nation
- To train all the students in self-discipline, self-confidence, self-sufficiency and to create awareness of social responsibilities through curriculum, extension services and healthy and best practices.

For fulfillment of institutes vision and improve quality, the institute adopted the following measures

Quality Measures

Details

Curriculum Development and Implementation

Curriculum designed by AdikaviNannayya University has been adopted

Teaching and Learning

Traditional Lecture and demonstration methods, ICT methods viz. Digital class room teaching using PPTs, online teaching methods using Virtual class room.

Examination and Evaluation

Internal evaluation by college and External evaluation by university at 25% and 75% respectively.

Research and Development

Students and staff are encouraged to develop scientific thinking and research attitude in themselves.

Student support and Development

Library consisting of number of books and journal subscriptions, Laboratories filled with good infrastructure and facilities.

- As a strategic measure, college and various departments have entered into MoU s with various institutes and Industries.
- Institute accommodate skill development hub organized by APSSDC which is beneficial for local unemployed youth and institute students as well.
- Institute conducted 2 job fairs for our institute students and local unemployed youth in association with APSSDC and VIKASA.

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
Paste link for additional information	<u>https://gdckothapeta.edu.in/campus-drive-report/</u>
Upload any additional information	<u>View File</u>

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.

Policies: Quality Policy

Govt. Degree College, Kothapeta believes that quality is not a sudden outcome but is a product of continuous efforts over a period of time by all the stakeholders of the institute.

Student Insurance policy:

Timing Policy:

- **As per the guidelines of UGC the college has framed the timings as 10.00am- 5.00pm.**

Discipline Policy:

- **The disciplinary policy at college recognizes the relationship that students have with their individual teachers.**

Holidays Policy:

- **The college follows the rules as per the holiday list announced by the AdikaviNannaya University, Andhra Pradesh.**

Administration policy:

- **All staff members of VKV Government Degree College are in Whats App group.**

Leaves Policy:

- **Staff members who are unable to report to work due to**

> exceptional / unforeseen circumstances must send a leave message or inform to the principal before 10.am. Leave information will not be entertained after10.00a.m. and such absence will be treated as unauthorized.

Research Policy:

The research policy of the college aims at creating and supporting a research culture among its teachers, staff and students.

Environment Policy:

Protection of health, safety and the prevention of pollution to the environment are primary goals of the Institute.

Formation of Committees Policy:

This policy is framed by Head of the institution depending on the capability of theindividual.

Grievances & Redressal Policy:

The purpose of the Grievance Policy is to provide equitable and orderly processes to resolve grievances by staff andstudents.

File Description	Documents
Paste link for additional information	https://gdckothapeta.edu.in/college-committees/
Link to Organogram of the Institution webpage	https://gdckothapeta.edu.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	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

Institute provides basic amenities viz, drinking water facility, cafeteria, first aid service and toilets for its teaching and non-teaching staff. College has Gymnasium, playground and various sports facilities accessible to staff members to improve their physical and mental wellness. Staff club was formed with the staff members and unitedly works towards the welfare of the employees on the basis of "every one for one". Staff club collects contributions from its members and helps the needy staff.Regular employees are provided with membership to General insurance scheme, APGLI scheme and employee health scheme.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

02

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

08

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

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

Performance of the teaching staff is assessed annually by Commissionerate of collegiate education through Annual self assessment report (ASAR). Every teaching staffhas to fill up ASAR by posting suitable grades and marks and it should be verified and corrected if necessary, by the Principal of the institute and then submitted to the Commissionerate of collegiate Education. Marks and grades will be given to the performance of the employee on various dimensions viz, Teaching and evaluation, Administrative responsibilities, Research and extension activities.

The completion of class work by the employee is assessed on daily basis through bharatpadeweb portal of CCE and TLP application. Principal conducts review meetings periodically to assess the performance of the teaching staff both in academic and administrative issues. Collection of feedback from students and its analysis helps the head of the institute to appraise the performance of the teacher in qualitative aspect.

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

6.4 - Financial Management and Resource Mobilization

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

External audit:

Regional Joint Director ,Rajamahendravaram conducted in-depth inspection in this year and verified all records and registers pertaining to the period April 2016 to March 2022.

Internal stock audit:

Institute conducts annual stock verification audit. Staff assigned as internal stock auditors verifies the stock records and physical stock and reconciles the stock records with physical stock and reports to the head of the institution. Staff from one department generally been appointed as a stock auditor for other departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

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

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

Being a government institute, institute gets its resources from grants and funds provided by government and fee as prescribed by the government collected from the students.

Institution is committed towards the optimal utilization of resources. Institute utilizes its resources for the purposes on

priority basis to get rid of wastage. Being a government institute, institute has to meet its expenditure of different heads under the budget provided by the government for those heads respectively. Institution gathers the funds from government and utilizes those funds at optimum level. Staff and students obey the policy of conservative utilization of resources. Wastage of Power is avoided by switching off fans and lights when not necessary.Using electronic copies instead of hard copies upto possible extent to curtail the printing and stationary wastage. Drinking Water wastage avoided by tap system.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

IQAC plays an important role in designing and implementing strategies and plans for quality enhancement. In order to enhance the quality of the institution in all spheres, various qualities initiated by the IQAC of the institution are as under.

- All the faculty members are participate in orientation courses, Refresher courses, FDPs, workshops, seminars to the Teacher -Learning process and research.
- Teachers with Ph.D are encouraged to apply for research guide ship for Ph.D Program to the University and to publish research papers in various UGC listed journals.
- Teachers are also supported and encouraged for examination and evaluation processes.
- The poor and needy students are provided with college local fund.
- The college also provides a platform for the students and also conducts Inter - College level debates, competitions, seminars etc.
- Several skill enhancement courses are introduced by the university in various subjects and students are free to choose any one course as per the respective stream according to CBCS system and they are strictly implemented by the college.
- All the teachers are encouraged teaching aids, charts,

models etc., for effective teaching - learning processes.
- All the teachers are encouraged to use ICT tools for an effective teaching - learning processes to the students.
- All the departments are encouraged to do extension activities, observe commemorative days, conduct guest lectures, choose best practices and deliver extension lecturers.

All the teachers are encouraged to apply for minor/major research projects.

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

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

The regular meetings of the IQAC ensure that scope of improvement in all possible spheres of college both academic and administration.

Teaching and learning process is reviewed by way of the results of students and feedback collected from students on curriculum design and teacher performance.

1. The regular monitoring of the classes improves the punctuality of class work.

2. Teachers conduct remedial classes for academically backward students.

3. All the departments prepare course outcomes and that was made known to the students and seeks to achieve the out comes with proper plan of action.

4. The principal keeps vigilance on the completion of syllabus and regarding the quantum of syllabus completed regularly.

5. IQAC instructs the related committees to conduct awareness programmes on gender issues, IPR and ethics.

The student feedback norms:

1. After evaluating the feedback from students evaluated with low performance, is instructed accordingly.

2. All the students are allowed to give feedback on faculty.

3. Feedback is collected from all the stakeholders helps in proper identification of the target areas.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); 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	https://gdckothapeta.edu.in/nirf/
Upload e-copies of the accreditations and certifications	[View File]
Upload any additional information	[View File]
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File]

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The VKV Government Degree College, Kothapeta, has 14 women

employees out of 10 are teaching and 4 are non-teaching. We have 246 girl students during the academic year 2021-2022. Women Empowerment Cell of our college has well planned for all round development of girl students and women staff members. Women Empowerment Cell of the college takes care of safety and security of girl students and women employees. It looks after their amenities and maintenance of girl students. The Women Empowerment Cell organizes gender sensitive campaigns, seminars and workshops in order to protect their rights. Girl students are periodically motivated and strengthened to face and handle emergency situation. A complaint box is provided in the campus for students to drop complaints, if they experience any inconvenience in the college. The college conducts counseling sessions to girl students about their health, handling eve teasers, the event of early marriage by inviting experts from the departments of medical, police and law. The women development cell takes initiative to down load DISHA app in both women staff and students mobile phones with the help of police department. Every week a women police came to the college to monitoring and counseling the students. She will address student's grievances through women development cell

File Description	Documents
Annual gender sensitization action plan	https://gdckothapeta.edu.in/criteria-7/
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdckothapeta.edu.in/criteria-7/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	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 VKV Government Degree College, kothapeta has mechanism for waste management in three way i.e solid waste management, Liquid waste management and E-waste management. The college prime concern is waste-management in the campus to minimize the usage of paper or water. Where waste is inevitable and unavoidable is managed through either deposited safely or recycled successfully in the form of three types of waste management.

Liquid-waste management: Liquid wastes are channeled from departments, Labs to plants.

Solid Waste Management: The solid wastes in the college are carried by using waste papered disposables. The waste in the college is deposited in dumping baskets available in the campus and was collected by the punchayathi workers safely.

E-Waste Management: The E-waste like electrical and electronics equipments which are un-reparable and useless are safely placed in a room and that need to be disposed to nearby E-waste managing units by following proper way and means.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://gdckothapeta.edu.in/waste-management/
Any other relevant information	View File

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	D. Any 1 of the above

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

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

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

The Eco-club in the college conducts various activities to built and promote environmental protection, and to development values among the staff and students. The staff and students presentation along with multilingual cultural programs on the occasion of various regional festivals such as Teachers Day, Fresher's party and National festivals like Independence Day, Republic Day, women's day, voters' day, World Literacy Day etc., to create good environment and relation among the students 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. To make all the students as responsible citizens the inspiring and motivational lecturers by eminent personalities in the field of social and communal harmony, National integration are arranged in the college. The college has infrastructural facilities to arrange activities for the physical development of students. 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. Through all the said activities our institution provides peaceful environment and harmony towards cultural and other diversities.

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

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

The VKV Government Degree 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 ethics 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 Principal and Lecturers of the College with the message from the Constitution of India. 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. Values like empathy, compassion, respecting diversity, cooperation, coexistence are highlighted by the Institution so that these qualities get inculcated amongst all and help in self enhancement. 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 organizes different kind of activities.The College encourages the student's 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	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

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

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

To develop cultural and religious feeling among the faculty and students the commemorative days, events and festivals are celebrated in our institution like Independence Day, Republic Day, Birth/Death anniversaries of the great Indian personalities. The Institution celebrates the birth and death anniversaries of great freedom fighters of our country to commemorate their services and sacrifices and also to develop spirit of courage and commitment among the students. The competitions like essay writing, Quiz and debate are conducted for students. The public representatives are invited in these occasions to address the gathering followed by

prize distributions and singing of patriotic songs by students.

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

7.2 - Best Practices

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

BEST PRACTICE – 1

1. Title of the practice:

"Fit India movement call given by Prime Minister Sri Narendra Modi"

2.Objects of the practice:

- **To promote fitness as easy, fun and free. 3.Context:**

FIT INDIA Movement was launched on 29th August, 2019 by Honourable Prime Minister with a view to make fitness an integral part of our daily lives.

4.Practice:

Sports

Yoga

Walking Programme:

Swachha Bharat:

5.Evidence of success:

Many students and staff have been relieved of their stress by this

Fit India program andGained physical and mental health.

6.Problems encountered and resources required

Fit India Movement'may not reach the people of below poverty line.

7.Brief Notes:

Fit India movement is a necessary initiative considering the increasing number of people turning to a sedentary lifestyle.

BEST PRACTICE – 2

1. Title of the practice:

"Maintaining Nursery in the College"

2.Objects of the practice:

- To develop and maintain different types of plants in the college campus. 3.Context:

Maintenance of A Plant Nursery is provided important service to the environment, as well as the agriculture and industry.

4.Practice:

Planting Seeds:

Watering the Plants:

Cleaning & ProtectingNursery

Distribution of Plants:

5.Evidence of success:

The campus has a green cover of about 70% and is host to a variety of birds during the migratory season.

6.Problems encountered and resources required

The main drawback is lack of fencing to the nursery.

1. Brief Notes:

Studies have found that a connection between plants and the risk of illness.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

The VKV Government Degree College providing Student Centric Education to a better Tomorrow. The Institution takes more interest in women empowerment through conducting various cultural and social activities. The Institution provides financial assistance for the poor and meritorious students. As part of Admission drive IQAC of the college conducted campaign programs at nearby Junior colleges to increase admissions. We have adequate play ground with indoor game facilities such as Chess, Carom and Cricket ground, Volley ball court, Basketball court, Ball badminton as outdoor games. An adequate gymnasium is also facilitated by the college for the students to develop their physical strength and fitness. As per our Prime Minister Sri Narendra Modi's call, the Institution conducted Swatch Bharat on our campus and nearby various public institutions. Another distinctiveness is in the form of NSS under the supervision of Sri S. Arun kumar. The Social activities of NSS special camp of the Institution had a special recognition in the society and many batches attended RD, New Delhi. To maintain ecofriendly atmosphere the college has a vide nursery with 50,000 plants are growing in this nursery under the joint organization of department of Botany and NSS Unit with the collaboration of Forestry department. Our college having Walking track is laid around college building to utilize by students, staff and general public as well. More number of Girl students are interested to take admission into our college. Well-equipped laboratories make the college distinctive amongst its competitors.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The main objective of VKV Government Degree College is to provide student-centered education and strive for the all-round development of the student.

The IQAC of the college is arranging the periodical meetings to conduct various activities of the college, organizing orientation to the teaching and non-teaching staff.

Women Empowerment Cell plan to organize traditional costume competitions, traditional dance performances, traditional food competitions, Women's Day, Women's Teachers 'Day, National Girls' Day, Women's Equality Day, etc. in a way that reflects our Indian culture. We are also planning to conduct a webinar on women's protection laws to address the many issues facing women today.

Jawahar Knowledge Centre (JKC) has planned to launch career guidance cell to give coaching for students to training in PG Entrance and training in other competitive exams. Jawahar Knowledge Centre also planned to invite various companies to organize job fairs.

The college NSS unit has planned to conduct the Swachha Bharat program regularly in the college and nearby public places.NSS Unit has planned the community development programmes and social responsibility programmes with their volunteers such as to adopt two nearby villages.

The Department of Physical Education has planned to train the students in sports such as volleyball, coco, shuttle, chess etc. and are encouraged to participate in competitions at the university, state and national levels.

All the departments in the college are plans to observers National/international days, organizing Guest lectures, conducting extension activities and follows their departments best practices etc.