



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		S. K. B. R. GOVERNMENT DEGREE COLLEGE
Name of the head of the Institution		Dr.Y.R.C.S.Babu
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		94408899727
Mobile no.		9491880547
Registered Email		macherlajkc@gmail.com
Alternate Email		skbriqac@gmail.com
Address		Srisailam Road, Macherla
City/Town		Macherla
State/UT		Andhra Pradesh
Pincode		522426
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Rahmath Unnisa Begum
Phone no/Alternate Phone no.	+919030616461
Mobile no.	8985202071
Registered Email	bezawadasubbarao1@gmail.com
Alternate Email	skbrgdcml@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.skbrgdcml.ac.in/AQAR%202017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.skbrgdcml.ac.in/Academic%20Calendar%2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	75	2006	02-Feb-2006	01-Feb-2011
2	B++	2.77	2017	23-Jan-2017	22-Jan-2022

6. Date of Establishment of IQAC	01-Jul-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Waste Management organized by WEC	05-Sep-2018 1	90

Program on Management of Waste Material	20-Nov-2018 1	20
ODF survey conducted by students	31-Aug-2018 1	50
Social Awareness Among Students	27-Nov-2018 1	50
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Infrastructure Grants Component	RUSA	2019 1825	10000000
Institution	General	State Government	2019 365	506000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

? Sustaining coordination with parents committee and Alumni association by conducting regular meetings to carry out the academic activities. ? Frequently Conducting awareness programmes on social related issues. ? Organizing FDP for nonteaching staff on "Basics of Computer". ? Conducting ODF survey by the students. ? Most of the students got awarded Prathibha Award and Merit Scholarships Many students participated in cultural programmes and secured prizes. ? Conducted Job drive at college by IQAC APSSDC.

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

Plan of Action	Achievements/Outcomes
To Motivate the students for class room seminars	All departments of our college motivated the students for participated class room seminar
To Motivate the students for plantation at the college campus	Department of botany motivated to students for plantation and save the plants at the college campus
To Encourage the staff conducting Guest lectures	All departments of our college organized guest lecture programmes
To Encourage the staff to complete OCRC	Some of our college lecturers participated in OCRC in various universities
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff Council	28-Feb-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

09-Aug-2019

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

It has been the motto of this college to offer quality education through

effective and result-oriented pedagogical processes. As part of the curriculum delivery to the student, a mix of offline and online pedagogical tools is adopted to ensure that the registered students acquire a comprehensive understanding of the learning material and develop the skills expected of them by the end of their respective programmes. The curriculum offered in this college is prepared and revised from time to time by the Andhra Pradesh State Council for Higher Education (APSCHE), which is then, if necessary, to suit the needs of the student community pursuing the undergraduate programmes under the affiliating university, modified by the university's Board of Studies in the respective subjects. After that, the affiliated colleges are instructed to adopt the modified syllabus while exercising the teaching and learning activities. The college puts in place the practice of getting the content delivered the best in business faculty who get recruited by the APPSC through the rigorous competitive examinations and interview. Apart from the direct recruits, the qualified faculty from the junior colleges are also promoted through a transparent mechanism devised and implemented by the Government of Andhra Pradesh. Even the contract faculty are also recruited by the competent panel approved by the competent authorities in the government. Thus, there is no compromise in the quality of the faculty acquired to deliver the content.

Every year, before the start of the academic calendar, the faculty of the concerned department meet and deliberate on how best to carry out the teaching and learning activities of their departments. The deliberations include not only the pedagogical issues but also the assessment criteria and procedures for formative assessment. These plans are submitted to the IQAC Coordinator, who, in consultation with the Principal, approve the plans and supervise the implementation from time to time to ensure compliance to the plan and deal with digressions whenever necessary or make modifications as and when required. Moreover, the college administration conducts periodical meetings with the students and their parents to get their feedback on not just the curricula offered by the college but the delivery of the curricula as well. It enables the administration to make required course correction. As the undergraduate programmes offered through Semester system, the administration elicit workload from the department heads concerned and ensure it is equitably distributed among the lecturers so that there cannot be any dilution in the quality of content delivery. A thorough examination of the workload facilitates the preparation of an effective timetable to deliver the prescribed syllabus. Content delivery is done through ICT tools such as PPTS, recorded and live videos. Quizzes, Group Discussions and Student seminars are also planned and executed from time to time as part of learning and assessment. In addition, the college keeps a well-furnished and updated library with internet accessibility at the disposal of the students. It also keeps the laboratories for various subjects in working condition to ensure hands-on exposure to the students with

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Tally-Accounting Package	Nil	01/09/2018	75	got an opportunity in any sector as an accountant	student may start a startup with this knowledge
Grammar for Communication	Nil	02/07/2018	40	student to be effective in their workplace	They may work as a trainer

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Computer Science	01/08/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Computer Science	01/08/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	46	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tourism	16/08/2018	20
Datascience	02/07/2018	21
Advertisement on Brand Management	05/07/2018	26
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Commerce	15
BSc	Botany, Zoology, Chemistry	13
BSc	Mathematics, Physics, Chemistry	8
BSc	Mathematics, Physics, Computer Science	20
BA	History, Economics, Political Science	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback is an indispensable part of the teaching and learning process. Feedback on not only the faculty but also the curriculum is periodically sought from the students by the IQAC members to ascertain the satisfactory levels of the students about their progress. In addition, at the end of each semester, feedback is taken from the students, faculty, parents and alumni to measure the satisfactory levels of these stakeholders about the curriculum, pedagogy and facilities for learning provided by the college. As soon as the feedback is obtained, a meeting with all the staff members is called for to discuss SOPs (Standard Operating Procedures) to identify the shortcomings, if any, in terms of the teaching and learning processes and address them. If there is any lacuna in the performance of any lecturer, it will be intimated to him/her with necessary inputs for improvement. In case, there is any systemic shortcoming, an appropriate course correction will be initiated and dealt with promptly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce, Computers	40	11	11
BSc	Mathematics, Physics, Computer Science	30	27	27
BSc	Mathematics, Physics, Chemistry	60	2	2
BSc	Botany, Zoology, Chemistry	30	19	19
BCom	Commerce	60	16	16
BA	History, Economics, Political Science	60	18	18
MSc	Computer Science	30	11	11

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2018	274	11	22	Nil	1
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2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	19	2	3	3	25
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college puts in great efforts to nurture the students and promote their all-round development. For that, it puts in place a comprehensive ward counselling system both male and female students wherein each faculty is assigned around 15 to 20 students. He/she is tasked with regular monitoring of the assigned students by constantly keeping in touch with them and addressing the issues as and when they arise. In this process, he/she keeps their parents in the loop so that the parents can have an understanding of the issues faced by their wards and be empathetic with their children. Besides, the faculty concerned is asked to maintain a record of the students who have taken the counselling and the progress they have made in overcoming the problems they are confronted with. At times, the college organizes counselling sessions by the locally available psychiatrists and law-enforcing agencies to sensitize the students against ragging and sexual harassment and advise especially the women students on their safety measures. In this ward counselling system of the college, there is a hierarchical set-up with the principal as the chairperson and a senior lecturer as the convenor. They constantly meet the ward counsellors and monitor the functioning of the counsels, giving, if needed, suggestions and any other support. This well-placed system has been of immense assistance to the students, especially those who come from economically-disadvantaged sections of the society. As the college is located in the remote area wherein most of the students are required to stay in welfare hostels, they need moral support and consistent guidance from informed individuals. That role is fulfilled by the mentors of the college, who keep monitoring the students' participation in the academic and co-curricular activities in the campus, which helps the mentors have a comprehensive idea on the skill-set of the students and suggest necessary course correction to the under performing students. This practice has the potential impact on the students' active participation in the teaching and learning practices undertaken in the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
285	22	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	4	14	4	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	U4	ODD	31/10/2018	10/12/2018
BSc	U5	ODD	31/10/2018	10/12/2018
BCom	U6	ODD	31/10/2018	10/12/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The formative assessment is as crucial as the summative assessment done at the end of each semester. The formative assessment is carried out on continuous basis in the campus through various testing models such as quizzes, group discussions, slip tests, seminars, assignments, study projects, mid-exams, etc. depending on the subject requirements. For the smooth conduct of the mid-exams, we have framed an Internal Examination Committee with a Coordinator and two members to assist the Coordinator. As part of the APSCHE's CBCS framework, internal evaluation comprises 25 marks for each paper. As per the guidelines issued with regard to the internal assessment, the college earmarks 15 marks for mid-exam, 5 marks for assignment/seminar/study project, etc. and 5 marks for attendance of the student. The activities conducted are at the discretion of the lecturer concerned, who takes a decision, based the content to be delivered and learnt by the student, as to which activity suits the needs of the content. Thus, the performance of the student is continuously monitored and shared with ward counsellors for necessary action. Accordingly, remedial classes are conducted for the slow learners on regular basis in such way that they do not interfere with regular schedule of the classes. This way, the students do not lose on their regular learning activities while improving on their weak areas. At the end of each semester, the total marks obtained by the students are entered in the Central Marks Register maintained by the affiliating university.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college, at the beginning of the academic year, charts its own academic calendar keeping in mind the calendar issued by the affiliating university. The calendar includes not just the academic activities but the Co-curricular and Extra-curricular activities as well. In this, the IQAC team of the college led by the Co-ordinator plays a crucial role in not only preparing the calendar but also implementing it. While planning the co-curricular activities, suggestions are sought from the heads of the respective departments what and when they need to organize the necessary activities as per the curricular requirements so that there cannot be inter-departmental clashes in the scheduling of the activities. And as for the extra-curricular activities, which are, though organized by a particular department or by the college management as a whole, meant for the entire student community. These activities commence with the celebration of International Yoga Day on the 21st of June every year and encompass the events such as Telugu Basha Dinotsavam, National Sports' day, Constitutional day, AIDS Awareness Day, Human Rights Day, Hindi Divas, Computer Literacy Day, National Mathematics Day, Matru Basha Dinotsavam, National Science day, National Voters' Day and so on. The fundamental objective of these programmes is to inculcate patriotism and social awareness among the students. Participation of the

students is encouraged and actively promoted so as to make them confident enough to face the audience in future. Apart from these, the college has NCC and NSS Units to encourage the students' mobilization in the various activities and happenings in their surroundings, which ensures that the students learn the importance of societal participation and train them to be good and responsible citizens.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.skbrgdcml.ac.in/programms%20outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
U5	BSc	Mathematics, Physics, Computer Science	5	Nil	0
U4	BSc	Mathematics, Physics, Chemistry	2	2	100
U3	BSc	Botany, Zoology, Chemistry	5	3	60
U2	BCom	Commerce	5	1	20
U1	BA	History, Economics, Political Science	27	22	81.48
U6	BCom	Commerce, Computers	5	4	80

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.skbrgdcml.ac.in/SSS2018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Computer Science	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Computer Science	2	Null
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physical Education	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	Nil	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SURGICAL STRIKES	NCC	5	39
SWACHATA HI SEVA	NCC	18	102
BLOOD DONATION CAMP	NCC	10	39
AWARENESS PROGRAMME ON AIDS DAY	RED RIBON CLUB	19	203
AWARENESS PROGRAMME ON ONZONE DAY	RED RIBBON CLUB	19	59
AWARENESS ON BLOOD DONATION CAMP	RED RIBBON CLUB	19	221
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness Programme	NCC	SURGICAL ATTACKS	5	39
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry	Field Visit	Vijaya Lakshmi Poultry Farm	01/09/2018	03/09/2018	20
Institution	Field Visit	GOVERNMENT VETERINARY HOSPITAL	18/08/2018	21/08/2018	18
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	0	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
53650	504994

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e-Lib	Partially	Null	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24844	831004	735	129000	25579	960004
Reference Books	1084	139178	Null	Null	1084	139178
Journals	25	61858	Null	Null	25	61858
e-Journals	9866	32975	Null	Null	9866	32975
CD & Video	50	Null	40	Null	90	Null
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.O.Nagaraju	Binary Number System Conversion	CCE LMS	27/09/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	50	1	1	2	1	3	6	10	0
Added	0	0	0	0	0	0	7	20	0
Total	50	1	1	2	1	3	13	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	Null

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has put in place a Standard Operating Procedure for the maintenance and utilization of various laboratories, library and sports infrastructure. It keeps well-furnished and well-equipped laboratories for various departments and every year it takes up the repairs of damaged equipment and purchase, whenever the government sanctions the budget as it is a government-run institution, of new equipment keeping in view the changes in the syllabi. At the beginning of the new academic year, the heads of the departments and the physical director take the stock of the available equipment, its working status and new requirement. After that, a meeting of all the departmental heads will be convened under the aegis of the Principal to discuss the budgetary allocations for each of the departments. Accordingly, resolutions will be prepared for the procurement of new equipment and repairing of the existing equipment. As for the sports facilities, the fees collected through the special category will be allocated to the upkeep of the existing sports facilities, both indoor and outdoor and purchase of various articles needed for everyday use. The PD makes a list of all the items to be procured and submits the list to the principal, who, on careful consideration and required additions and deletions, approves the final list and the times will be provided to the department of physical education. With regard to the library, the librarian is tasked with acquiring new books every year under various budgets allocated by the Government of Andhra Pradesh and the UGC. And the list of new books to be procured will be sought from the heads of the respective departments whenever there is a periodical updation of the syllabi by APSCHE. The librarian keeps the record of the books and catalogues them before starting the issuance of the books to both the students and the faculty. The books are meant to be kept only for a limited period of time by an individual student post that time, the student may have to either renew it, which will be accepted based on the demand, or pay the fine. Lecturers can borrow as many books as they feel necessary, they also have to return the books after the end of the semester.

<https://www.skbrgdcml.ac.in/infra.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	AP SOCIAL WELFARE SCHEME	151	98318
Financial Support from Other Sources			
a) National	0	Nil	0
b) International	0	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Science Exhibition	19/01/2019	188	SKBR Government Degree College
Agrarian Crisis Issues	14/02/2019	20	Mr I V Srinivasu, Asst. Professor, KITE Engineering College
Taxonomy	15/11/2018	20	Dr.D.Rajasekhar, SGK GDC, Vinukona, Andhra Pradesh
Voters Day Awareness Programme	26/09/2018	25	Dr.M.V.Ramana, HoD, Commerce, APRDC, Nagarjuna Sagar
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Null	Null	Null

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.Sc.	Botany Chemistry Zoology	Acharya Nagarjuna University	Aqua Culture

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council representing all B.A., B.Com., B.Sc. programmes is formed every year in our college. It is a democratic body consisting, under the guidance of one senior faculty, of one President, One Secretary, one Treasurer, three Vice Presidents, three Joint Secretaries and nine members. Student council brings various problems of students to the notice of the lecturer concerned or the principal. It conducts interaction sessions for freshers and explains the facilities which are available in the campus and guides the freshers to bring to the notice of the Council in case they face any problems during their stay in the campus. The student council plays an active part in conducting assembly once in a week on every Friday. In addition, it also plays an active role in conducting college level functions like Independence Day, Republic Day, Annual Day, etc. The members of the council are crucial to carry out many extra-curricular activities planned by the Academic Calendar Committee. They are the key to conduct competitions like sports and games, cultural and academic activities on the campus. They play an active role in organizing extension activities like Clean and Green, Swatchh Bharath, Rallies, Awareness Campaigns, Health Camps, Blood Donation Camps, etc. Student council strives to solve the issues related to Teaching-Learning, Library, Sports and Games, Drinking Water, Toilets, Administrative Office by constantly playing the representative role on behalf of the student community. Thus, it renders necessary exposure to the students in taking up leadership role. As leaders, they take active part in containing ragging of juniors and harassing the women students. Students are given due importance in taking the policy decisions related to academic and administrative committees/bodies. In each Adhoc/ Special Fee Committee, minimum of three students have been nominated as members to represent their suggestions and in finalizing the policy decisions. For the effective functioning of the institution, the college has constituted various types of committees with at least one student representative related to the academic and administrative aspects of the college. Different Committees existing in the college include:

1. Academic Committee
2. Attendance Committee
3. Library Committee
- 4.

Disciplinary Committee 5. NSS Advisory Committee 6. NCC Unit 7. Student Counselling and Career Guidance Cell 8. Grievances Cell 9. Women Empowerment Cell and 10. Committee for SC ST Students

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college was established in the year 1966 in the Palanadu region. Since its inception, this has been the only Government degree college that has been catering to the needs of Palanadu people. The college taught and produced many a person who reached the pinnacle of their careers and, most importantly, turned out to be good human beings. Its products are in national and state political parties and its students participated in several national and state wide movements. Many of our students made name for themselves as teachers, university professors, police officers, bank employees and so on. Some of its products joined army and laid down their lives in the service of the nation. All these developments have resulted in the formation of SKBR GDC ALUMNI Association, which was registered in 2004 with the registration number 297 of 2005 under the Andhra Pradesh Societies Registration Act, 2001 and was renewed in 2017. All these alumni and alumnae have been giving yeoman service to the institution. They have proved to be the great source of help either in Cash or in Kind to the college. Besides, the college conducts yearly meetings with its yester year's students to garner their support for the overall development of the college. Some of the alumni have contributed their share to the cleaning and keeping the college ground tidy. Whenever the necessity demands, they leave no stone unturned to uplift the college environment to an enviable position. Still the Institution aspires for enhancing the core ideology and mission of the college through its Alumni Association. The Alumni such as Dr. DVLN Prasad, an Associate professor at NIRD (National Institute of Rural Development) who every year gives away cash prizes to the students who secured or who are securing highest marks in the subject of Economics. The Associate professor was felicitated by the Alumni association. Another Professor of Chemistry at Andhra University named G. NAGESWARA RAO was made the Vice- Chancellor of famous Andhra University. He completed his graduation at this institution. He often makes personal visits to the college to interact and inspire the students. Another Alumnus of this Institution is Dr. Bonega Kishore, who is an associate professor of Chemistry teaching at Andhra University, and he is the resident of Macherla. Dr. A.J.Soloman Raju is the professor of Botany at Andhra University. There are several products of this college who became lawyers and some of the lawyers are still practising at the High Court of Hyderabad. Their contribution towards protecting the college land at the time of encroachment was quite laudable. The MEOs of this region almost all of them are the products of this institution and they, too, extend their assistance either through cash or in kind. They visit the college every year to give cash prizes to those students who excel in all subjects with good percentage. Dr. DVLN Prasad gave away 5000 to each student who secured highest marks in the subject of Economics.

5.4.2 – No. of enrolled Alumni:

25

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has its own decentralization plans to run the administration successfully. The college committees are constituted depending on the necessity of the demand by the college chairman. The college has thirty to forty committees that can be employed to discharge their duties as are assigned by the college chairman. To name certain committees which are very important, the college, apart from having IQAC and other NAAC related committees, has RUSA committee which is assigned the work of RUSA related funding. The RUSA funding which has been granted has been put to use for the construction of additional and modification work. The college has ICC (Internal Complaints Committee) that comprises majority of women as its members and one person is drawn who has legal knowledge education to be on the committee. This committee is established in accordance with law made in parliament (Harassment of women at work place (Prevention, prohibition and Redressal Act 2013)). The committee looks into safety of women, if any women get harassed, it will be redressed with ICC.

The college has examination committee which has been discharging its duty successfully. The vice principal is the coordinator being headed by the college chairman (Principal). The attendance committee has its share of discharging its assignments. The ward counselling committee for the benefit of students are being formed every year. Another most important committee on the college campus is RTI committee (Right to Information). It is an act by parliament. The public information officer is the Chairman of the college itself and he is the first Appellate authority Assisted by Assistant Public information officer who receives and sends the information to the Applicant. The Senior most lecturer is the PIO (Public information officer) and APIO Assistant Public information office will be from the office staff (Superintendent). Student Academic career Cell. There is student career cell that gives guidance to the outgoing students on how to write competitive examinations and how to appear for post graduation courses. On occasions, the committee convenes a meeting with all the students who are interested in writing extraneous examinations for their development to interact and take suggestion from them on how best the extracurricular activity is to be implemented. The faculty forum which is formed will extend its share of help to the students who might need books for competitive and other examinations. The career guidance cell plays an important role in shaping the ambitions of the students. The Scholarship committee is also an important part of decentralization work. The convener of this committee takes up the task of doing the justice to the students who are eligible for scholarship being given by the state government. The delegation of certain powers that are vested with faculty will be for the development of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The College has a fund of 25000 books under UGC, SC ST Book bank schemes. Magazines and chemistry journals and 4 news papers are available to the students to enhance their knowledge. N-List access is available to the staff

	<p>and we are planning to involve students also in using it. The Library has a reading room that accommodates separate seating for boys and girls. Several books that are useful to the students to prepare for competitive exams are available.</p>
Research and Development	<p>The Teachers are welcome to involve themselves in the research work. All the facilities and opportunities are provided with a view to studying and publishing articles in research Journals. The IQAC conducts programmes and faculty forums to create enthusiasm among the members of the staff. They are given every opportunity to participate and present papers in national and International/ State level Seminars ,workshops, Symposiums etc.</p>
Examination and Evaluation	<p>Examination and Evaluation The college follows the Internal and external examination and evaluation procedure is done externally and Internally . The external examinations can carry a maximum of 75 marks and minimum 30 and remaining 25 marks are assessed by institution. While awarding internal marks the performance of the students and their regularity, active involvement in various curricular activities are taken into consideration. The marks are entered in the Central Marks Register and the weak performers are monitored through counseling.</p>
Teaching and Learning	<p>Now a days teaching is travelling from teacher centric to the student centric The teaching learning process fosters an ambience that explores various skills and develops critical thinking. Guest lectures, Educational trips ,field trips, project works,group discussions and workshops are planned to be conducted to provide a conducive atmosphere.</p>
Curriculum Development	<p>Curriculum Development Not a single student is left without being given encouragement to participate in college academic seminar and project works as they the university prescribes for that academic year. They are also encouraged to participate in the societal harmony to bring similarity camaraderie on the college campus</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Planning and Development Whatsapp groups have been made mandatory for staff to be in touch with college administration and with students. On the other hand Students' Whatsapp groups have also been started to provide them with e-learning material and also share links of videos. Other information related to exams, scholarship or any other Institutional information.
Administration	Planning and Development Whatsapp groups have been made mandatory for staff to be in touch with college administration and with students. On the other hand Students' Whatsapp groups have also been started to provide them with e-learning material and also share links of videos. Other information related to exams, scholarship or any other Institutional information.
Finance and Accounts	All the bills related to the staff are being processed through CFMS portal which was introduced by State Government under the instructions of RBI in 2017
Student Admission and Support	The admissions of the students are held through online. The students will be supported with the facility of Scholarships extended and patronized by the welfare departments once the applications are uploaded online. The E-Content of the concerned subjects will be sent to the students whatsapp group as a means of student support.
Examination	The examination fee and other details of the students are uploaded online. The fee paid and the papers they are appearing will be submitted online to the Affiliated university.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	00	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2018	Nil	Orientation Programme on Letter Writing	19/09/2018	19/09/2019	Nil	8
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC Sponsored Orientation Programme	2	03/10/2018	30/10/2018	28
UGC Sponsored Refresher Course on Health Management	3	12/11/2018	01/12/2018	20
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EHS, Advances, Loans and Part Final With draws from CPS, APGLI, GPF	EHS, Advances, Loans and Part Final With draws from APGLI, GPF.	Paying Fee to poor Students, R.O Plant Drinking water, Distribution of Free ebooks to the students Ramp facility

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

No Data Entered/Not Applicable !!!

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

No file uploaded.

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE	Yes	IQAC
Administrative	Yes	CCE	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

No Data Entered/Not Applicable !!!

6.5.3 – Development programmes for support staff (at least three)

No Data Entered/Not Applicable !!!

6.5.4 – Post Accreditation initiative(s) (mention at least three)

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	13/02/2019	13/02/2019	45	26
International Womens Day	08/03/2019	08/03/2019	88	106
Meeting to address the 09/08/2018 09/08/2018 73 162 girl	09/08/2018	09/08/2018	73	132

studentproblems				
Meeting on Girlprotection in presentsociety	21/01/2019	21/01/2019	98	142

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	02/01/2019	9	ODF Program	OPEN DEFECATION SANITATION	42
2019	Nil	1	03/02/2019	1	Student Counseling	Student Problems	23
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness Programme on AIDS Day	01/12/2018	01/12/2018	105
Awareness Programme on Ozone Day	16/09/2018	16/09/2018	59
National Youth Day	12/01/2019	12/01/2019	56
National Constitution Day	26/11/2018	26/11/2018	45
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation program 2. No Plastic Usage program 3. Regular Campus Cleaning(SwachhBharatProgram) 4.Rain Water Harvesting Pits. 5.No Pollution Day

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 Title of the Practice: Waste Management Objectives of the Practice The above practice is aimed at inculcating a sense of cleanliness among the students so that they can grow up to be responsible citizens contributing to environmental conservation and sustainable growth. **Context** As the very existence of humans is dependent on the environment, its sustainability is in the best interests of the humans. So, this practice promoted among the students on the campus makes them sensitive to the problems facing every nation on the planet. It also motivates the students to take this practice into the society educating their near and dear to observe waste management as per the instructions given by the local, municipal administration. The practice The waste management committee actively promote paperless campus advocating the use of e-resources as far as possible. The students are asked to submit assignments through google classroom. Plastic is banned on the college premises. Awareness programmes are conducted to discourage the use of plastic in the society. **Evidence of Success** Due to this practice, students have stopped bringing plastic wrappers and covers to the college. The use of paper has become minimal. **Problem Encountered** As plastic has become an indispensable part of the shopping in not only urban areas but also in rural areas, the team faced it very difficult to convince the people to stop using it. The team have to repeatedly conduct awareness drives. **Best Practice-2 Title of the Practice: Computer Training Programmes for Non-Teaching Staff Objectives of the Practice: To train the support staff be computer literate in the management of the office work. Context** The administrative functions are mostly carried out on paper. In view of the waste management practice of the college, it is incumbent on the part of the support staff to be computer savvy. And, as they were recruited on compassionate grounds with minimal educational qualifications, the training programme has become mandatory. The practice The office work mostly revolves around MS Office. So, a programme was designed with basics of computers containing modules with MS Office (Word, Excel, PPT) and hardware training. **Evidence of Success** After the training programme, the support staff are able to maintain the data relating to the students and teaching staff in soft copies. **Problem Encountered** The fundamental challenge faced by the trainer is that the non-teaching staff is shy and hesitant to learn new skills.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.skbrgdcml.ac.in/bestpractices18-19.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

SKBR Government Degree College is located in a rural area. It has been catering to the educational needs of the poorest of the poor students in the society. Most of the students are children of migrant labourers. The college offers a place for these students by instilling confidence among them by laying emphasis on the academic development and also in imparting skills that may help them to with stand the competitive world. The Staff of the college who are research oriented encourage the students to actively get involved in various co-curricular activities in the college. This helps the students imbibe scientific

temper, progressive outlook, gender equality and most of all patriotic favour.

The staff with their thirst for knowledge has published three papers during 2018-19 academic year in National and International journals. We have conducted certificate and skill development programmes to equip the students with recent trends. The college has conducted --- outreach programmes through NSS and NCC to take our students nearer to the society and understand the real problems of the people directly. These community programmes develop the quality of leadership, community service and also a sense of togetherness among the students. The college is also committed to encourage and enhance the participation of women in Higher Education. The Alumni of the college have instituted 8 special cash prizes for women students to encourage them. Training in empowerment of women and their capability enhancement are taken up by WDC and supported by all. Thus the college tries to foster oneness among the students paving the way to send out students with a spirit of National development and Integrity.

Provide the weblink of the institution

<https://www.skbrgdcml.ac.in/7.3.1-18-19.pdf>

8.Future Plans of Actions for Next Academic Year

The College plans the following activities for the next academic year 2019-20 ? To improve the strength of the college by campaigning in the nearby villages on the special aspects and available facilities in the college ? To improve results in some programmes. ? To start a new U.G. course -B.Sc.(DataScience) and P.G Courses -M.Sc.(Chemistry) ? To start assembly in the college ? To Organize seminars and workshops ? To establish Botanical Garden ? To strengthen the career guidance cell and start free competitive exam coaching to the students