



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT COLLEGE FOR MEN KURNOOL
Name of the head of the Institution	DR P KALAVATHI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08518230094
Mobile no.	9849571603
Registered Email	knlmgl.jkc@gmail.com
Alternate Email	puttakalavathi@gmail.com
Address	Doctor's colony, B-Camp
City/Town	Kurnool
State/UT	Andhra Pradesh
Pincode	518002

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Mohammed Waaiz
Phone no/Alternate Phone no.	08518245780
Mobile no.	9849793821
Registered Email	iqac.gcmknl@gmail.com
Alternate Email	mdwaaizphysics@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.gcmknl.ac.in/page.php?menu=iqac&slug=aqars
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gcmknl.ac.in/page.php?menu=academics&slug=academic-calender-ug

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	B+	2.75	2019	14-Jul-2019	15-Jul-2024

6. Date of Establishment of IQAC	02-Apr-2012
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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
No Data Entered/Not Applicable!!!		
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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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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)

1. Pre NAAC inspection of departments and office 2. Awareness programme on Antiragging, Eve teasing, SHE Teams and Disha App 3. Implementation of College uniforms for all students 4. Skill Development programmes through JKC and APSSDC 5. Personality Development programmes for the students 6. Capacity building program for Faculty on the online curricular transaction

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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	Achivements/Outcomes
International Yoga Day	Awareness created on yoga and meditation among students and staff
Internship Training and Skill Development Programmes	Organised Internship training and conducted skill development programmes
Celebration of Commemorative Days and Days of National importance	Celebrated National Sports Day, National Unity Day, National Education Day, Hindi Diwas, Ozone day, National Mathematics Day, National Science Day,

	International Womens Day, Telugu Bhasya Diwas, World Tourism Day, Constitution Day, National Voters Day, Republic Day and Independence Day				
Extension Activities	Organised Mega blood camp in association with NSS and Redcross society, Visited orphanages and donated groceries, Organised rally on AIDS awareness and Celebrated Consumer week				
Career Counseling and Coaching for Competitive exams	Organised Awareness programme on IBPS, SSC, CGLE, RRB exams and All the departments conducted PG entrance test coaching for the students				
Personality Development programme	Personality Development programmes were organised in association with SETKUR				
Student Centric Activities	Student seminars, Quiz, Group Discussion, Project work, Essay writing, Elocution competition and Field visit were conducted for the overall development of the students				
Capacity building programme for Staff	Capacity building programe for Faculty on Recording of video lessons, online lessons were organised				
College uniform for students	Implemented common college uniform for all students				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> </thead> <tbody> <tr> <td>Staff Council</td><td>11-May-2022</td></tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Staff Council	11-May-2022
Name of Statutory Body	Meeting Date				
Staff Council	11-May-2022				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	11-Jul-2019				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	19-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

This Institution has the following Modules under Management Information System. 1.OAMDC(Online Admission Module for Degree Colleges, Andhra Pradesh) (<https://oamdc.ap.gov.in>):The Students can apply for admission to Under Graduate Courses through on line Portal Online Admission Module for Degree Colleges, Andhra Pradesh to all the Government Degree Colleges in the State of Andhra Pradesh with single application by submitting all the details through his Aadhar Number. He/ She can give Options to any college in the state. The students can give any number of options for Courses and Institutions. The only thing is that the student must have compulsory Aadhar Number and a personal Mobile Number apart from qualifying from Intermediate Exams that is relevant to the UG Course he / she is seeking admission. The seats are allotted to the students' choices of College / Group based on their Merit and Reservation Criteria. They have an opportunity to go for sliding in case of vacancy arising or option for changing their group by a click online. 2.Jnana Bhumi(Online Scholarship Portal <https://jnanabhumi.ap.gov.in/>)is a Smart Portal for Integrated Delivery of Services Relating to Education and Scholarships. The Portal has a well designed Application for Applying of Scholar Ships under various Welfares Schemes for Schedule Caste, Schedule Tribe, Backward Classes, Kapu, Muslim Minority, Christian Minority, EBC, PHC Students under one common Portal. for Monthly Release of Student Stipends Linked to BioMetric attendance (only for those having Above 75 of attendance), Quarterly Release of Tuition Fee (RTF) Promising the Financial delivery System on the Pillars of robust Validation, minimal touch points, accountability and Transparency. 3.HRMS : (<http://apcce.gov.in/>)The Details of all Employees are uploaded at the time of Joining the College and regularly updated in the Commissioner of Collegiate Education, AP Web Portal. All the administrative Management processes are taken up through Data Base available in web Portal through

Online like seniority, Proposals for Nomination of Names for OC / RC Courses, Faculty Development Programmes, any Academic or Administrative Trainings, Proposals for CAS, transfers, Promotions etc., by the Office of the Commissioner of Collegiate Education, AP. All the Faculty related matters in terms of Academic as well as Administrative on done through online platform like maintenance of Online BioMetric attendance, Learning Management System (LMS), Submission of API, AADPI and ASAR forms. 5. CFMS :(<https://cfms.ap.gov.in>) Comprehensive Financial Management System (CFMS) is an enterprise level application platform accessible by all the stakeholders of the system, real time information availability, facilitate agility in decision making, speed and certainty of service delivery, convenience to all the Stakeholders, minimal reconciliations and improved financial discipline in the State. Real time budget updates, Online Bill submission, tracking and payment. Online receipts. Fast credit of receipts to states account. Timely and accurate scrolls of online payments and receipts. Error free reconciliation systems and processes. 6. BioMetric Attendance: The Attendance of Teaching Staff, NonTeaching Staff and Students are maintained though online Biometric Attendance Portal in a transparent and accurate manner.

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

Government College for Men is affiliated to Rayalaseema University, Kurnool, hence curriculum design and common core syllabus of UG and PG courses are vested with the university. For effective curriculum delivery emphasis is laid on teaching-learning and evaluation. The University prepares an academic calendar that specifies the duration of the semester, the date of commencement, and the end of semesters. The implementation of the curriculum is done through the Academic council committee comprising of in-charges of the department and the IQAC. In the beginning of the academic year, an action plan is prepared by the IQAC. Departmental meetings are conducted regarding the distribution of the syllabus. All the faculty members prepare Annual Curricular Plans and Teaching plans in accordance with the academic calendar and syllabus given by the

Rayalaseema University which is reviewed periodically by the In-charges of the Departments and by the Principal. For effective curriculum delivery, college encourages the faculty to attend Orientation programmes, FDPs, and Refresher courses, organized by the Universities and Academic Staff Colleges which improves the teaching-learning practices. The IQAC also organizes workshops and training programs for the faculty which also helps in effective curriculum delivery. Subject-wise bridge courses at the beginning of the academic year are conducted to the students to bridge the gaps in curriculum concept. Guest lectures, Seminars, and Workshops Conferences are organized by the departments to impart knowledge in the concerned subjects. Field trips to the Laboratories, Industries, and historical places are organized to gain firsthand experience, practical knowledge and to develop observation skills among the students which facilitate experiential learning and inculcate scientific and research temper among the students. ICT-based teaching and learning is adopted for effective curriculum delivery and is well supported with help of LCDs, Virtual classrooms, and e-resources. The students utilize Mana TV and online classes. To improve communication skills language classes and soft skill classes are conducted. The evaluation is done through internal and external examinations. The internal examination includes both written examination and seminars. Students are categorized into slow, average and advanced learners and the faculty customizes their teaching process accordingly. Remedial classes are organized for slow learners and assessed periodically. The average and advanced learners are given projects related to the subject. Activities such as quizzes, Group Discussions are also conducted frequently. Guidance and coaching for PG entrance examination and other competitive examinations are regularly organized by the faculty. Laboratories and Library are updated at regular intervals every year as per the changes in the curriculum there by playing a major role in effective curriculum delivery. The curriculum is supplemented by Add-on/Need based certificate courses to enhance the competencies of the students. The college considers the valuable suggestions from the faculty members attending the BOS meetings. Departmental meetings organized regularly, and minutes are recorded. Recent trends in development of the curriculum are updated through orientation and refresher courses. Accordingly, the college effectively implement the given curriculum. This institution caters the needs of students by adopting various methods and methodologies in implementing teaching learning evaluation process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Human Rights	00	03/02/2020	30	Jounalism and law side	Indept knowledge of Human Rights
Certificate Coutrse in Yoga	00	04/02/2020	30	Yoga Asanas	Instructor
Instrument ation and Bi otechnology	00	23/07/2019	30	Lab work	Lab testing
English Grammer	00	18/10/2019	30	English tutor	Fluency in Englsih
Journalism	00	07/01/2020	30	Journalist and press reporter	Journalistic skills

Hindi Grammer	00	16/12/2019	30	Hindi tutor	Efficiency in Hindi
Quality and Reliability	00	15/01/2020	30	Quality management	Quality assurance
Tally	00	12/08/2019	30	E-Commerce	Financial and Accounting Data Maintenance
Basic Electrical Appliances	00	11/09/2019	30	Basic skills of Electrical appliances	Electricity Skills
Plant propagation and Landscaping	00	21/10/2019	30	Landscaping management	Nursery techniques
Blood grouping	00	14/08/2019	30	Medical Lab Technician	Blood grouping
Computer Hardware Workshop	00	10/01/2020	30	Hardware repairng and maintenance	Hardware maintenance
Industrial Economics	00	06/01/2020	30	Export and Import fields	Determinat ion of exchange rate
Computer Hardware and Networki fundamental	00	10/09/2019	30	Computer Hardware Engineer	Hardware T roubleshooti ng
Certificate Course on LaTeX	00	08/10/2019	30	Design Engineering	LaTeX skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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
BA	History, Economics, Political Science(TM)	05/06/2018
BA	History, Economics, Political Science(EM)	05/06/2018

BCom	Computer Applications	05/06/2018
BCom	General	05/06/2018
BSc	Mathematics, Physics, Chemistry(EM)	05/06/2018
BSc	Mathematics, Physics, Chemistry(TM)	05/06/2018
BSc	Mathematics, Physics, Computer Science	05/06/2018
BSc	Mathematics, Statistics, Computer Science	05/06/2018
BSc	Botany, Zoology, Chemistry	05/06/2018
BSc	Biotechnology, Botany Chemistry	05/06/2018
BSc	Microbiology, Zoology, Chemistry	05/06/2018

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

	Certificate	Diploma Course
Number of Students	890	0

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
Human Values and Professional Ethics	12/06/2018	453
Environmental Studies	12/06/2018	453
Information and Communication Technology - I	07/06/2018	453
Communication and Soft Skills - I	12/06/2018	453
Communication and Soft Skills - II	07/06/2018	453
Communication and Soft Skills - III	07/06/2018	617
Information and Communication Technology - II	07/06/2018	617
Analytical Skills	12/06/2018	453
Entrepreneurship Education	12/06/2018	453
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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No Data Entered/Not Applicable !!!

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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

The institution collected feedback on the curriculum from different stakeholders such as students, alumni, faculty, Philanthropists and parents with the questionnaire communicated by the Commissioner of Collegiate Education, AP, Vijayawada. Feedback is collected from all the students twice per a year. Feedbacks are also collected from parents during parent-teacher meetings and from alumni meetings. Feedback is also collected from the teachers at the end of the academic year on the curriculum. The parameters used to get the feedback are course-content, curriculum relevance, prospects for higher education and employability opportunities. The data collected from all the stakeholders is sorted out by the IQAC and consolidated for preparing the feedback analysis report. The data entered in the selected format is then consolidated and a comprehensive report is prepared with special emphasis on the aspects pointed out by all the stakeholders. The analysis is done stakeholder-wise and parameter-wise. The IQAC committee will discuss and consolidate the suggestions. Suggestions along with Action Taken Report received through the feedback are promptly communicated to heads of all the Departments and to the higher authorities for necessary action. The suggestions made by the stakeholders were discussed thoroughly in staff meetings. Considering the suggestions, the Staff council suggest the inputs for syllabus revision to University BOS members and proposed certain recommendations to be implemented. Feedback is also collected on teaching faculty from the students. Accordingly, feedback will be analysed by the Principal. Necessary instructions and guidance will be suggested to the staff based on the feedback. Feedback analysis on curriculum and teaching staff helps the Head of the Institution for improving the Teaching-Learning and Evaluation process. Feedback is also collected on institution. The academic ambience and infrastructural information/data is collected from the stake holders at regular intervals. Infrastructural facilities like well ventilated classrooms, laboratories, Jawahar Knowledge Centre (JKC), Andhra Pradesh State Skill Development Centre(APSSDC) are collected from the stake holders. Available facilities and required facilities are noted on the analysis of feedback. Basing on the feedback analysis measures are taken for the improvement of academic ambience. Student community thoroughly analyse the prevailing conditions and report the same through their feedbacks. Alumni members, parents and sometimes students are also suggests and provide required information to the college. Feedback on curriculum, teaching staff and infrastructure and its analysis helps the Principal and IQAC to monitor the issues of the institution in a right way in right time. The head of the Institution takes the opportunity for improving and developing the institution from feedback analysis. By communicating the lapses in curriculum or any changes to be made to the affiliating University and Andhra Pradesh State Council for Higher Education(APSCH) for necessary action.

Lacunas of infrastructure are addressed to the Commissioner of Collegiate Education AP, Vijayawada, for redressal and for the sanction and release of budgets. Feedbacks of all the stake holders on curriculum and infrastructure all together helps for the improvement and overall development of academics and infrastructure of the institution.

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
BSc	Microbiology, Zoology, Chemistry	50	46	23
BSc	Biotechnology, Botany, Chemistry	50	64	25
BSc	Botany, Zoology, Chemistry	50	48	29
BSc	Mathematics, Statistics, Computer Science	50	43	10
BSc	Mathematics, Physics, Computer Science	50	230	94
BSc	Mathematics, Physics, Chemistry	50	97	24
BSc	Computer Applications	60	332	109
BCom	General	50	122	19
BA	T.M. History Economics Political Science	60	163	63
BA	E.M. History Economics Political Science	60	158	60
No file uploaded.				

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	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2019	453	74	49	0	0

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
49	49	132	8	2	17

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentor-Mentee system in the college ensures constant interaction between faculty and students. Each class teacher is responsible to counsel them on their personal, academic and career. In our college, mentors share their knowledge, experience, and wisdom with students. They stimulate curiosity and build confidence by presenting new ideas, opportunities, and challenges. By providing an open and supportive environment mentors discover talents and interests and help in mentees attaining goals. By sharing of achievements with mentees, mentors become a role model for them. Mentor keeps communication open, offers support, defines expectations, maintains contacts, advises them to be honest, innovative and creative. Motivate them to be reliable and consistent, positive and enthusiastic. The scheme is adapted for the value additions to the students like- Bridging the gap between the teachers and students. It helps creating a better environment in college, where students liberally approach teachers for both educational and personal guidance. Both teacher and student know effective two-way communication. The Mentor also facilitates awareness and support to students for competitive examinations, motivate them for higher studies, entrepreneurship, advice and support for improvement in academic performance. College conducts meetings with mentor and mentee for Maintaining Student Profiles for each student containing both personal and academic data. Mentor, mentee system not only develops a bond between teacher and students but also develops healthy relationships among teacher and student. Emotional attachment between the mentor and mentee will be established. In acquaintance with students regarding social, economical, educational, family background, interests of the student, IQ of the student, helps the teacher to assess the student in a right manner. By this, the teacher can mould the students as per their interest and strength through which a right decision at a right time will be taken for the all round development of the student. Issues of any kind, women problems, problem with the peers and other weaknesses may also be identified and rectified by the end of the course. In our Institution, mentors are allotted group-wise, class-wise according to their program. Each mentor is allotted with 24-40 students depending on the strength of the class. Mentor-mentee meetings are conducted twice per semester and SWOC analysis is done for taking necessary measures for the improvements of the students. The mentor also works for finding out hidden talent of the students in various aspects of curricular, co-curricular, and extra-curricular activities. The mentor also contacts parents of his/her mentees to discuss their progress and/or any other matter, as and when required. The mentors chalk out responsibilities to take care of all the mentees such as to provide them career counselling, personal counselling, to support them for kind of difficulty in their curriculum to make provision of remedial coaching for them and to always support them as and when required. Mentors also analyse entry level percentage of marks and categorize the students to bright, average and poor students accordingly semester-wise marks also will be analysed and remedial coaching classes may be increased as per the requirement of the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1780	49	1 : 36

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
49	49	0	0	21

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
2019	Dr K V Madhusudhan	Lecturer	SV Subba Reddy Foundation Kurnool
2020	Dr K V Madhusudhan	Lecturer	Department of Youth Affairs Kurnool AP
2020	Dr K V Madhusudhan	Lecturer	District Collectorate Kurnool AP
View File			

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
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Academic Council and IQAC develop strategies to bring reforms in the Internal Evaluation so as to continuously evaluate the student's performance and enhance the quality of teaching, learning and evaluation. The college is affiliated to Rayalaseema University and had been following the semester pattern of examinations as per the norms of the University. The college adopted the Comprehensive Continuous Evaluation (CCE) method from the academic year 2012-13, which gives the scope to continuously evaluate the performance of the students throughout the year. The evaluation of the student at the Institutional level is done by monitoring his Attendance, Performance in tests, classroom activities, assignments, project works, and student seminars. Each department conducts Assignments, Unit Tests and Term examinations regularly.

Evaluated internal scripts are distributed to the students to note any discrepancies or errors. Basing on the mistakes/errors of the students, right answers were discussed and suggested. The marks of the students are also shared with parents during parent-teacher meetings. Apart from these written tests, the students are also assessed through Classroom activities like quizzes, Group discussions, and Student seminars. The outcomes of these are documented and maintained at the departmental level. The examination branch closely monitors the evaluation process by maintaining records of the evaluated scripts, attendance and award lists. Marks of both internal and external exams will be maintained in the registers as per the norms of the University and are under the custody of examination branch. The internal marks are uploaded to the University website as and when asked for. Maximum marks allotted for internal examinations are 30 and pass marks are 12 and maximum marks for external

examinations are 70 and pass marks are 28. The college adhering to Rayalaseema University and adopted the CBCS semester pattern from 2015-16 for both UG and PG courses. In the Semester system, the evaluation of the student at the Institutional level is done by conducting Two Internal Assessment Examinations (IAE) for 20 Marks and a Seminar presentation for 10 Marks. Average marks of the two internal examination marks will be considered. These marks are added to the Semester End Examination (SEE) marks. This semester system is being followed along with CCE method of evaluation. The internal examinations will be conducted according to the Academic Calendar communicated by the affiliated university twice in a semester. Thus, the Internal Assessment helps to improve the knowledge base of the student and achieve learning outcomes, whereas continuous evaluation method helps in improving the students' abilities and proficiencies. Practical examinations are also conducted for all the semesters for 50 marks. Examiners appointed by the affiliating University acts as external examiner and one of the concerned department faculty members of the college acts as the internal examiner. The external examiner uploads the practical marks with his/her login credentials given by the University. Jumbling system in allotment of students is followed for the theory end-semester examinations of the University. It avoids the favoritism, partiality and helps for the impartial conduct of examinations.

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

The CBCS Semester pattern was adopted by the Institution in 2015-16 adhering to the Rayalaseema University. In the semester pattern Two Internal Assessment Examinations (20 Marks each) and one Student seminar (10 marks) (as per university revised guidelines dt.13-07-2016) in each course need to be conducted per semester. This information is passed on to the students by the respective subject teachers and class in-charges through a circular issued by the examination branch. The Institution adheres to the Annual academic calendar released by the University for conducting the Internal Assessment Exams. The Examination Committee of the college prepares the timetable for the conduct of the Internal Assessment Examination during the semester and displays them on the notice board. The other types of evaluation procedures like Assignments, Unit tests, Student seminars, and Quiz are planned at the beginning of the academic year by the respective departments in consultation with the IQAC as per the annual academic plan. All these tests are conducted during the assigned class hours. Any significant deviation from the examination schedule will be communicated to the students with the approval of the Principal. The Examination Committee conducts meetings with the staff for grievances if any before announcing the schedule of exams. The following procedure is followed by the Examination committee for conducting the exams. 1. Timetable- The Timetable is prepared as per the University almanac considering the time and dates for all programs in consultation with the Academic staff council. It is circulated to all the classes, departments and the same is displayed on the notice boards. 2. Seating Arrangement- Depending on the size of the room and the strength of the students the seating arrangement is made so that the room is sufficient and does not suffocate. Care is taken that no two similar course students sit together. Room allotment charts with room numbers with student registration numbers are displayed on notice boards of each floor for the purpose of student's convenience. 3. Invigilation duties - The Examination Committee allots Invigilation duties to all the faculty members for the smooth conduct of exams. The duty chart is communicated to all the Staff through the staff order circular and other communicative ways. 4. Question papers- The Examination Committee communicates to the respective departments for the preparation of the question papers. The department in-charges send the question paper to the Examination committee through email ensuring confidentiality and transparency in the entire process. The Examination Committee ensures that sufficient copies

of question papers corresponding to students' strengths are kept ready for the respective exams. 5. Evaluation of the scripts: All the staff members are given a timeline of 10 days for evaluation of answer scripts and submission of marks to the administrative staff of the examination branch after addressing all the student grievances. The marks are uploaded to the University's online portal under the supervision of the Examination Committee. Thus, entire process of CIE is done strictly adhering to the annual academic calendar and institutional curricular plan

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)

<http://www.gcmkn1.ac.in/page.php?menu=academics&slug=pos-pso-cos>

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
62	BSc	Mathematics, Physics, Chemistry	12	2	16.7
68	BSc	Microbiology, Zoology, Chemistry	14	9	64.3
64	BSc	Computer Science, Statistics, Mathematics	35	8	22.9
60	BSc	Computer Science, Mathematics, Physics	72	24	33.3
58	BSc	Botany, Zoology, Chemistry	24	6	25
10	BA	History, Economics, Political Science	135	73	78.49
31	BCom	Computer Application	102	72	70.6
30	BCom	General	59	30	50.8
53	BSc	Biotechnology, Botany, Chemistry	16	10	62.5

No file uploaded.

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)

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
Nill	Nill	NIL	Nill	Nill
No file uploaded.				

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
	NIL	

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
NIL	Nill	NIL	Nill	Nill
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	NIL	Nill	Nill	Nill
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
Department of History	1
Department of Telugu	1

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	Mathematics	3	Nill
International	Commerce	3	Nill
International	Physics	1	Nill
International	Chemistry	1	Nill
International	Telugu	2	Nill
International	English	1	Nill

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	4	2	0	0
Attended/Seminars/Workshops	2	14	1	11
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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
Clean and Green in Campus	NSS Unit	47	890
Youth Festival	NSS	47	845
Donation to Orphans at Orphanage Centres	All Departments	42	165
Go Green Gaensha	Eco Club	47	870
Stay Home Stay Safe	IQAC	49	950
World AIDS Day	NSS Unit and RRC Club	47	650
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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
National Cultural Mela	Best NSS Programme Officer	S.V. Subba Reddy Foundation, Kurnool	345
National Youth Day	Certificate of Commendation	Department of Youth Affairs, SETKUR	1219
Republic Day Celebrations	Certificate of Commendation	District Collectorate and Magistrate	1105
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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
Gender Issue	Police Department and SHE Team	Awareness programme on Antiragging and Eveteasing	49	265

AIDS Awareness	Red Ribbon Club and NSS	Rally and Awareness programme	49	910
Swachh Bharat	NSS and KMC Kurnool	Campus clean and green	49	65
Blood Donation Camp	NSS and Red Cross Society	Blood Donation Camp	12	45
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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
Student Exchange	Chemistry	0	1
Student Exchange	Commerce	0	1
Faculty Exchange	B.A. Faculty	0	1
Faculty Exchange	B.A. Faculty	0	1
Faculty Exchange	Telugu Dept	0	1
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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
Project Work	Student study projects	Sai Krishna Degree College	19/06/2019	31/12/2019	Students
Sharing of resources	Knowledge sharing	Sai Krishna Degree College	19/06/2019	31/12/2019	Faculty and students
Job training	sharing of resources	Siddi Vinayaka Accounting World	28/06/2019	31/12/2021	Students and Faculty
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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
Shiva Shakti Biotechnologies, Hyderabad	18/06/2018	Collaboration in research and campus drives	55

Osmania College, Kurnool	24/07/2017	Student research, sharing of equipment Student faculty exchange	60
Silver Jubilee Government College	15/07/2019	Sharing of resources, and Laboratories	60
Silver Jubilee Government College	15/07/2019	Exchange of Knowledge and Services	95
Rayalaseema University	15/06/2015	Exchange of resources, Library and Laboratories	78
Danish Institute Afghanistan	21/08/2019	Seminars, Conferences	1780
St.Annes Degree College for Women. Hyderabad	28/02/2019	Seminars, Conferences and Certificate courses	75
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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
9873843	9873843

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Classrooms with Wi-Fi OR LAN	Existing
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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 patially)	Version	Year of automation
SOUL	Partially	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
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Text Books	32778	3134217	0	0	32778	3134217
Reference Books	8311	717032	0	0	8311	717032
e-Books	199500	5900	0	0	199500	5900
Journals	131	137946	15	11488	146	149434
e-Journals	6000	5900	0	0	6000	5900
CD & Video	188	30000	30	0	218	30000
Library Automation	29493	0	0	0	29493	0
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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. K.G Mallikarjuna	III BA Economics	Canvas	12/08/2019
No file uploaded.			

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	159	159	3	1	1	7	16	100	2
Added	0	0	0	0	0	0	0	0	0
Total	159	159	3	1	1	7	16	100	2

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

300 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
OBS	https://www.gcmknl.ac.in/page.php?menu=e-resources&slug=e-resources
Video Lessons	https://www.gcmknl.ac.in/page.php?menu=e-resources&slug=e-resources
Powerpoint Presentations	https://www.gcmknl.ac.in/page.php?menu=e-resources&slug=e-resources

Filmora	https://www.gcmknl.ac.in/page.php?menu=e-resources&slug=e-resources
Quizzes using Kahoot	https://www.gcmknl.ac.in/page.php?menu=e-resources&slug=e-resources

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
860337	860337	9013506	9013506

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 institution mainly focuses on optimal utilization of physical, academic and support facilities and has established systems and procedures for maintaining them. It is being done by the following committees: 1. Stock verifications Committee for laboratories 2. Library committee 3. Games and Sports Committee 4. Furniture Committee The above committees verify the equipment or facilities with stock register and suggest any kind of suggestions to improve the facilities and submit the report to the Principal for further review with the concerned departments. 1. Laboratories: All the staff of science departments ensures the proper and optimum utilization of the equipment in the laboratories. Each lab has support staff like Lab Assistant, Herbarium Keeper, Record Assistant and Office subordinate who maintains laboratories under the supervision of the in-charge of the department. The request for the purchase of new equipment required is resolved by the department in their departmental meetings and indent is placed before the staff council for approval. The principal refers to the purchase committee which takes care of transparency in the purchase of equipment. All the purchases made are entered into the stock register which is checked annually by the Stock Verification Committee by 31st March of every year. The Departments have Annual Maintenance Contracts with the suppliers for the repair and maintenance. 2. The maintenance of IT infrastructure like updating the software, removal of virus, networking and internet connectivity problems in the college are done under the supervision of the Department of Computer science. Regular servicing of computer systems is done by the services of technicians. 3. The requirement for purchase of new books, magazines and journals for the library is resolved by the Library committee and are purchased by the Purchase Committee. Pest control of library books and records, book binding of old books is done periodically. 4. Physical Director and members of games and sport committee maintain the gym and sports Infrastructure and equipment in the college. 5. The minor repairs of the existing furniture and purchases are done by the purchase committee in coordination with furniture committee and establishment section under the supervision of the Principal. 6. The maintenance of other infrastructural facilities like RO water plant, campus cleaning, washrooms, electrical and plumbing works are done by the support staff under the supervision of the Principal. 7. Campus cleaning is maintained by the contingent staff of various departments. Classroom cleaning and greening is maintained by the student community on third Saturday of every month. The teaching staff monitor the cleaning work of the respective classrooms. 8. Department of Botany and NSS units of the college look after the plantation and maintain the greenery in

college campus regularly.

<https://www.gcmknl.ac.in/page.php?menu=infrastructure&slug=maintenance-infrastructure>

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	Govt Scholarships/Fee Reimbursement	2049	7583602
Financial Support from Other Sources			
a) National	National Scholarship, MHRD CSSF Portal	5	50000
b) International	Nill	Nill	Nill
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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 implemetation	Number of students enrolled	Agencies involved
Training on facing competitive exams	28/08/2019	560	Sree Sai Krishna Coaching Centre, Kurnool
Personality Development programme for students	25/01/2020	820	SETKUR, Kurnool
Training on Yoga and Meditation	21/06/2019	745	Dept of Physical Education
Skill Development course on Python	04/09/2019	260	APSSDC
Skill Development course on Hardware Networking	04/09/2019	240	APSSDC
Skill Development course on e commerce	19/12/2019	250	APSSDC
Skill Development course on Tally	10/01/2020	290	APSSDC
Bridge Course in Commerce and other subjects	01/07/2019	496	Dept of Commerce
Remedial Coaching	08/07/2019	256	All Departments
Personal Counselling and Mentoring	16/07/2019	1780	All faculty members

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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
2019	Coaching for competitive examinations	1780	1780	105	45
2019	Coaching Counselling for Higher Education Entrance examinations for final year students	494	494	34	29
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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
17	17	3

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
ICICI Bank	364	43	, REDDY LABS, IDFC Bank	44	2
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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
2020	1	B.Sc. MPC	Mathematics	Pondicherry University,	MA Pol.Sci.
2020	5	B.Com.	Commerce	Rayalaseema University, Kurnool	M.Com.

2020	1	B.Com.	Commerce	Silver Jubilee Govt. College, Kurnool.	M.Com.
2020	2	B.Com.	Commerce	Rayalaseema University, Kurnool	MBA
2020	1	B.Com.	Commerce	K V Subba Reddy College of Management, Kurnool	MBA
2020	2	B.Sc. MPC	Mathematics	Sri Krishna Devaraya University, Anantapur	M.Sc. Maths
2020	1	B.Sc	Bio-Technology	Andhra University	MA Hindi
2020	1	BA HEP	Telugu	Government College for Men, Kurnool	MA Telugu
2020	2	BA HEP	Economics	Sri Venkateswara University, Tirupathi	MA Economics
2020	3	BA HEP	Economics	Rayalaseema University, Kurnool	MA Economics
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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
SET	1
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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
Athletics	Institutional Level	180
Ball Badminton Selections	Institutional Level	72
Cricket Selections	Institutional Level	360
Chess Selections	Institutional Level	96
Foot Ball Selections	Institutional Level	144
Hockey Selections	Institutional Level	48
Kabaddi Selections	Institutional Level	360

Kho-Kho Selections	Institutional Level	360
Singing Competititons	Institutional level	95
Dance Competititons	Institutional Level	26
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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
2020	I Prize in Solo song	National	Nill	1	Nill	S Chandrasekhar
2020	I Prize in Elocution	National	Nill	1	Nill	Abdul Hameed Khan
2019	I Prize in Long jump	National	1	Nill	19110002097	Maneesha
2019	2nd prize in 400m Relay	National	1	Nill	19110002008	B.Venkata Siva
2019	2nd prize in 4 X 400m Relay	National	1	Nill	Nill	Lingamaiah
2019	I Prize in Shotput	National	1	Nill	Nill	B Sreenivasulu
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Government College for Men, Kurnool follows democratic principles both in academics and administration by ensuring students participation in all activities. Students have been nominated as members along with faculty in various academic and administrative bodies. They are also involved in decision making in the academic activities like preparation of almanac, conduct of internal examinations, co-curricular activities, special fee committees, scholarship committee and IQAC. Students actively participate in all the committees and express their views through Student Council. Students are also involved framing internal examination timetable so that their convenience shall be taken care. The research activities like conduct of seminars and workshops study projects field trips are also conducted in consultation with student council. The students are given opportunities to organize various activities like Independence Day, Republic Day, Fresher's Day and Annual day. They are also given opportunity to take part in various events such as district, University, state-level and national-level competitions both co-curricular, extra-curricular, games and sports. Financial assistance also will be provided from the college in procuring sports games equipment, along with TA DA to participate in such events. Student's role in academic and administrative bodies: IQAC: Two students are elected as members of the IQAC cell. They give suggestions from the student perspective in all the quality related initiatives

taken up the IQAC. They are involved in the conduct of all co-curricular and extracurricular activities. Student Grievance and Redressal: The Class representatives' acts as special point of contact for the students to represent their grievances. All the grievances related to scholarships, examinations, and any other related issues and also infrastructure facilities are forwarded to the grievance committee for redressal. Anti-ragging: The College is ragging free zone. If there are any cases, class representatives/students convey the same to the convener of Anti-ragging committee of the college. Cultural Committee: Students are also members in cultural committee. This committee organizes various cultural events and celebrates different events of the college. Internal Complaint Committee: Internal Complaint Committee will monitor all the issues relating to faculty and students. Women Empowerment Cell (WEC): WEC along with Women students of the college organize various programmes and activities on gender sensitization. WEC also resolves gender-related issues of the women students. Skill based certificate courses are arranged through WEC for self-employment and earn while learn. Various awareness programmes are conducted for women empowerment. Women students are encouraged for higher studies and employment through WEC by inviting intellectuals. Personal Counselling: The class representatives play vital role in identifying the students who are irregular, aloof, lonely and forward the same to the concerned mentor and to extend moral support and to resolve the issue in all possible ways and means.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has registered Alumni Association with number 597/2004 dated 17/08/2004 under the Andhra Pradesh Societies Registration Act, 2001. The objective of the Association is to establish a link between college and its alumni thereby maintain mutually beneficial relationship and work for the college development. The college has produced many alumni as Member of Legislative Assembly (MLAs), Vice-chancellors, teachers, educationists, advocates, scientists, managers, entrepreneurs, police personnel, etc. The Association acts as a focal point of contact in bringing all alumni together on a single platform in developing the synergistic plans to aid and improve Institutional endeavours in the long run. The Association conducts regular meetings wherein the members freely and closely interact with each other on issues pertaining to the development of the college, role and contribution. The Alumni feedback is collected their ideas and suggestions are duly considered and implemented by the college administration. The College takes the pride members of the alumni association has been currently working in the same college as faculty members. Alumni are one of the benefactors of the Institution by contributing fund in cash and kind. Such contributions are used towards the developmental activities of the college such as purchase of Epson Colour Printer, Amplifiers with microphones and by way of sponsoring college fee for the needy students. Scholarship: The Alumni contribute significantly towards awarding endowment prizes to the meritorious students every year on College Annual day based on the academic performance. Non-Financial Contribution by Alumni: The Alumni of the College contributes by donate books both competitive and academic to Library, Games Sports equipment, Rewards to meritorious students, conduct awareness camps on employment skills, placements, and internships. Placements: The Alumni are also instrumental in bringing various corporate organizations to the college for the placement drives. Mentorship: Alumni plays an active role in the voluntary programmes like mentoring students in their areas of expertise by organizing invited talks and personality development programmes etc. Career Guidance: Alumni play a major role to guide the students and other fellow alumni in their respective areas of

study by organizing interacting sessions with them. Networking Platform: The Institution connects with the Alumni through various networking medium like website, Email, Facebook, WhatsApp. Contribution towards Sports: The Alumni who are involved in sports contribute to the institution by training the present students in regular practice. Alumni Meet: The Association holds an annual general meeting called as Alumni Meet every year, an initiative taken to stay in touch with our alumni and to ensure a strong lifelong relationship between Alumni and Alma mater.

5.4.2 – No. of enrolled Alumni:

780

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

MINUTES OF THE MEETING The members of the Alumni association, Government College for Men, Kurnool met in the Principal chamber under the chairmanship of Dr Y.Jayaraju, President of the association on 30th June 2019 at 11.00am to discuss the following agenda. Agenda: 1. NAAC peer team visit 2. Infrastructure development 3. Career counselling programmes 4. Any other issues. Minutes: - The meeting began with the opening remarks by the President. The Principal of the college Dr N. Ranga Reddy explained the role of Alumni in the NAAC accreditation process. He also requested to extend their cooperation in improving the infrastructure facilities of the college. He requested the alumni to help the institution for academic development by way of donating books for competitive examinations, free ships, free coaching for competitive examinations and donations. The following resolutions are made: ? It is resolved to extend full support to the college in NAAC accreditation process. ? It is resolved to interact with NAAC peer team members during their visit. ? It is resolved to construct seminar hall with all modern facilities. ? It is resolved to represent the Govt. about the problems faced by the college for the release of funds to complete the under-construction buildings.

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 institution practices decentralization and participative management in Academic and Administrative words for the effective and smooth functioning. The Principal, being the head of the institution delegates and decentralizes the work among teaching and non-teaching staff of the institution. As a part of decentralization, the authority and responsibilities are delegated to the Vice Principal, In-charge of the departments and coordinators of various committees. All the In-charges constitute a staff/academic council which is instrumental in decision making process. Various committees nearly 45-50 in number have been constituted with teaching and non-teaching faculty as conveners and members. The committees play a significant role in academics, administration, planning and development. Under the chairmanship of the Principal, the committee meetings will be held at regular intervals, pass on resolutions and take necessary actions for the proper implementation of the plans. The followings are some of the Committees and their functions: 1.CPDC (College Planning and Development Committee): This Committee will undertake necessary steps and actions for the overall planning and development of the institution. 2. IQAC (Internal Quality and assessment committee) monitors and asses the Quality parameters of the institution at regular intervals of time. 3. NCC (National

Cadet Corps) plays a vital role in imparting and inducing discipline, patriotism, unity, integrity and service motto among the students that drives them to choose a career in fields like Indian Navy, Indian Army and Indian Air force. 4. NSS (National Service Scheme) Two NSS units are operating in the college. It promotes service and social responsibilities among students. 5. JKC (Jawahar Knowledge Centre) trains the students to acquire employability skills to get employment in private as well as public sectors. 6. UGC Committee monitors the utilization of UGC funds. 7. Examination Committee takes care of conducting internal exams and university semester exams 8. RUSA Committee follow up the works for the establishment and formation of cluster university. 9. Eco club takes necessary steps for the maintenance of Greenery in the campus. 10. Woman Empowerment Cell strives for the empowerment of women students, safeguards and protects the interests of women students. It creates awareness about Gender sensitization. 11. Research Development Committee promotes scientific spirit and temper among the students and faculty. 12. Special fee/ Additional special fee Committee suggests the proper utilization and diversification of the fee collected for definite purposes to enhance the quality of education and institutional development. 13. NAAC Committee takes care of documentation of the activities of the institution so as to project and present before NAAC peer team. 14. Grievance Redressal Committee records the grievance of the students and takes necessary measures for their redressal. 14. MANA TV/LMS/MOOCs Committee strives to impart virtual education through ICT tools. 15. Website Committee uploads everyday events/activities of the institution so as to function in a dynamic mode 16. Faculty Forum aims at exchange of knowledge, information and ideas among teaching faculty to keep abreast of latest developments in diversified fields of knowledge.

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

Partial

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
Human Resource Management	The institution has 50 teaching and 24 non-teaching staff of sanctioned posts. Teaching faculty must have 55 percentage and above in Post Graduation along with Ph.D. / NET / SLET / M. Phil. for the appointment. Teaching faculty are appointed through APPSC or APCSC basing on written test and interview and by promotions from feeder category. The non-teaching are also appointed directly by Regional Joint Director of Collegiate Education of the Zone, promotion or by compassionate appointment. The staff are supported to acquire higher studies and qualification from the department
Admission of Students	The admission process of 2019-20 was partly online and students had to be physically present during the counseling. The admission procedure is as per the reservation to maintain social justice and upliftment of under privileged sections. Applications are

invited after declaration of results of Intermediate board examinations and the first merit list was prepared as per admission norms laid by Government of AP. Students pay admission fee and other fees as per the affiliating University norms which is reimbursed by the Government of Andhra Pradesh.

Teaching and Learning

The Departments prepare the course outcomes of the papers taught. These are documented to track the learning process and its objectives. Wherever possible, the curriculum is enriched through co-curricular activities. All these activities are documented for record and review. The College Faculty is encouraged to participate in professional development and quality improvement programs by means of Faculty Development Programs. (FDPs), Refresher Courses/Orientation Courses, Conferences, Seminars and workshops.

Curriculum Development

Govt College for Men is affiliated to Rayalaseema University, Kurnool and follows the curriculum and syllabus prescribed by the University for all its courses as per APSCHE guidelines. Curriculum designing is vested with affiliating University and APSCHE.

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

E-governance area	Details
Finance and Accounts	Finance Department, Govt. of Andhra Pradesh has developed software application Drawing Disbursing Officers (DDOs) Request for all Govt. institutions in Andhra Pradesh and this application is used for Salary bills and other expenditure bills of the institution through an online application. Finance Department, Govt. of Andhra Pradesh has upgraded the software application Comprehensive Financial Management System (CFMS). Jagananna Vidya Deevana, Jagannana Vasati Deveena and other social welfare scholarship are monitored through E-governance.
Student Admission and Support	Admissions are through offline process, and post admission processes Jnana bhoomi portal, Government of Andhra Pradesh software is used for Students post metric Scholarships registration and Disbursing process for all BC/SC/ST and Minorities. INFLIBNET - SOUL software is used for Library and

NLIST and NDL logins are provided to all students and staff. SMS package for communication with students and parents. Airtel Communications Dynamic Time-Table Management for all students being provided. Wi-fi campus, NSS activities, LMS lessons, virtual classrooms, ICT enabled classrooms, well equipped laboratories, games and sports infrastructure are provided. Safe drinking water and green campus are assets.

Examination

College Examination branch conducts examinations as per the schedule given by the affiliating university. Semester system of examinations are conducted, I, III, V and II, IV, VI respectively. The Online examination portal provided to upload Student internal and practical examination details. For every 24 students one invigilator is allotted for effective monitoring. Both internal and external examinations are conducted smoothly and effectively by the examination branch.

Administration

Govt. of Andhra Pradesh developed an application for File Management System (E-Office) for establishment of office procedures through online e-office management and transfer of files to higher authorities and internal file management system. Integrated Attendance Management System (IAMS), is used for Students and Staff attendance. This system is connected to Chief Minister Dash board and the attendance is monitored through online by the Higher authorities.

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
Nill	Nill	NIL	Nill	Nill
No file uploaded.				

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 professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
2019	AQAR preparation	Training on preparing relevant formats for submission of AQARs	15/04/2019	15/04/2019	49	18
2020	Capacity building programe for Faculty on Recording of video lessons	NIL	08/01/2019	08/01/2019	49	Nill
2020	Training on MS-Office	Training on MS-Office	23/01/2020	23/01/2020	49	12
2019	IAMS APP DEMO	IAMS APP DEMO	19/12/2019	19/12/2019	49	14
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
Refresher Course in Material Sciences	1	13/11/2019	26/11/2019	14
STC on Soft skill and Professional Ethics	2	26/08/2019	31/08/2020	6
Refresher Course in Commerce and Management	2	14/10/2019	26/10/2019	14
Refresher Course in Library Science	1	09/12/2019	21/12/2019	14
Refresher Course in Language and Literature	1	23/12/2019	04/01/2020	14
Refresher course in Humanities	1	17/01/2020	30/01/2020	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund (GPF) CPS (Contributory Pension Scheme), Andhra Pradesh Group Life Insurance (APGLI), Employees Health Scheme (EHS), Faculty Development Program (FDP), Casual Leave, Special Casual Leave, Half Pay Leave, Earned Leave, Child Care Leave, Commuted Leave, Medical Leave, Optional Holidays, Gratuity, GIS and comutation	General Provident Fund (GPF), Contributory Pension Scheme (CPS), Andhra Pradesh Group Life Insurance (APGLI), Employees Health Scheme (EHS), Casual Leave, Special Casual Leave, Half Pay Leave, Earned Leave, Commuted Leave, Medical Leave, Optional Holidays, Gratuity, advances, tuition fee exemptions upto two children from income tax	Govt scholarships for SC, ST, BC, OBC, EBC and Minorities, Alumni Scholarships, merit scholarships, concessional bus pass and train passes

6.4 – Financial Management and Resource Mobilization

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

Institute has Both External and Internal Audit Process. Internal Audit Includes Office ministerial staff and special fee committee. The External Committee Includes Regional Joint Director of Collegiate Education of the Zone and finally by, Accountant General, office of the Audit, Hyderabad. At the beginning of the academic year Principal and IQAC together constitute special fee committee which includes vice-principal, senior faculty members, superintendent or senior assistant of the college and two student members. The committee audits the accounts of the academic year regularly and any discrepancies in collection, deposition and utilization of the budgets/fees bring to the notice of the Principal. Financial management like purchases are subjected to the resolution taken by the committee and as per the procedures in vogue. Accountant General, Office of the Audit, Hyderabad conducts audit of all the financial records like fee receipts, Daily Fee collections, Examination branch, scholarships, state budgets, UGC schemes scrupulously and report will be submitted to the Commissioner, Collegiate Education, AP for information and any necessary action para-wise. UGC funds received by the college for various schemes will be utilized as per the allotment and work completion certificate along with auditor's report will be submitted to the UGC SERO, Hyderabad for no objection certificate. This audit along with auditor's report helps for further release of sanctioned budgets under the scheme. As the institution conducts internal and external audits regularly as per the instructions of the Commissioner of Collegiate Education, financial transparency is maintained in the college.

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	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

0

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,AP and RJDCE	Yes	IQAC
Administrative	Yes	CCE,AP and RJDCE	Yes	Principal

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

1. Encouraging the students to pursue higher education and women education 2. Planning and conducting job drives 3. Mobilization of funds for institutional development 4.Career counseling for students 5. Collection of feedback on curriculum, teacher and infrastructure twice per each semester

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

1. Study higher education 2. Education Loan and other loans 3. Departmental tests 4. E-office training 5. Welfare schemes

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

New market-oriented courses were introduced. More number of Add On and Certificate Courses were offered. Job Drives organized for Student placements . Landscaping and Botanical Garden with Aquatic Pond got developed.Rain Water Harvesting Pit , Vermi Compost and Ground Water Recharge Facilities were up graded. Organic Farming by cultivating Vegetable and Fruit Patches got developed. CC TV Cameras for surveillance installed. LAN and Wi-Fi facility upgraded to optical fiber. Development of botanical garden. Development of Tissue Culture Laboratory for Biotechnology students.

6.5.5 – Internal Quality Assurance System Details

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

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 !!!					
View File					

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
Awareness programme on Antiragging and Eve teasing and SHE team	07/08/2019	07/08/2019	124	560
International Womens Day	08/03/2020	08/03/2020	119	250
Cultural, Essay writing and Elocution competition on Gender equity	06/03/2020	07/03/2020	79	278
Kishore Vikasam	06/02/2020	06/02/2020	120	0
Mentor-Mentee for women students	10/02/2020	10/02/2020	135	0

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
20

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	3
Scribes for examination	Yes	1
Rest Rooms	Yes	3

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
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Students	19/06/2019	Be regular and punctual to the college. Post

		<p>attendance in the biometric machines provided in the college.</p> <p>Attend college in prescribed uniform.</p> <p>Always wear Identity Card while being in college.</p> <p>Be diligent in the class.</p> <p>Interact with teacher and other students in the class in a polite manner.</p> <p>Seek clarifications in academic matters.</p> <p>Approach concerned ward counselors if any counseling is required.</p> <p>Complete and submit your assignments and the projects in time. Do apply for scholarships in time. Pay College fees in time. Procure books material suggested by your teacher. Take active participation in peer teaching peer learning activities. Participate in all co-curricular and extra curricular activities organized in the college. Keep the premises and classrooms clean.</p>
Code of conduct for Teaching Staff	19/06/2019	<p>The members of teaching staff should be models of decency in their dress and demeanor, culture and academic leadership They should be impartial in dealing with any student problems Lecturers should avoid wearing gaudy looking dresses likely to arouse the curiosity, resentment or amusement of students which will distract their attention towards the teaching. The lecturer should be punctual the classes and enter the classroom at the prescribed time and utilize fulltime allotted for teaching. Lecturer should not the class before the prescribed time is over. He/she should go to the class</p>

thoroughly prepared and maintain all academic records, update knowledge and acquaintance with the latest trends in the subject. The lecturers should utilize their leisure for preparation of classwork or update their knowledge in the subject. Except giving synopsis of the lecturer, they should avoid dictating detailed notes in the classroom. He/she must be present during the working hours during the college and if required he/she should also be present in the college until the work assigned is completed. He/she should not smoke, chew pawn during the college hours and should not indulge in any act of indiscipline. He/she should always try to command the respect of the student community. The lecturers should be absent only with the prior permission of the principal and prior intimation to the lecturer in-charge of the department, without which the alternate arrangement for running the classes is not possible. The lecturer should not engage private tuitions and should not take up any assignment part-time or full-time in any other organization. The lecturer working in a college should form a disciplined and purposeful team subordinating their individual interest and caprices to the college academic purpose and fit into a harmonious organizational framework. They should help the principal in maintaining

		the discipline of the College.
Code of conduct for Office Staff	19/06/2019	<p>Duties and responsibilities of superintendents The Superintendent is head of the section/college office and controls the functioning of assistants working under him. The following are the duties and responsibilities of superintendents working in a college. 1. He /She should monitor the movement of files going to the officers/Principal and coming back from them. 2. He/she should guide the Officers/Principal with correct and latest rule position on the subject and assist them in taking correct decision. 3. He/she should assign current numbers to each and every paper received by him/her. A separate register should be maintain for the distribution of these papers to the assists. The papers are then distributed to the concerned assistant. 4. He/she should see that the assistants, working under him/her are maintaining personal registers properly and strictly in accordance with the laid down procedure and also see that the currents are attended to promptly 5. He/she should know the tendency position and get the monthly abstracts and detailed arrears list, prepared assistant wise, in the prescribed preforms and submit them to the officers/principal before 5th of every month. 6. His/she should remark on the note initiated by assistant,</p>

and submit the same to officer/principal 7. He/she should supervise the reminder files maintained by the assistant 8. The superintendents working in a college should also supervise the service registers, leave accounts of the staff working in the college and guide the principal in proper disposal of the issues. 9. He/she will assist the principal in the preparation of the budget and also in spending the budget allotted to the college strictly in accordance with rules in vogue. 10. He/she will guide the principal in the operation of the government budget, special fee collection and the funds/grants received from any other agency. He/she will assist the principal in ensuring that this money is spent strictly in accordance with the rules and regulations. 11. He/she will supervise the maintenance of all records pertaining to accounts stocks cash book etc., 12. The superintendent will attend to the inspection parties and audit visiting the college and help the principal in answering the audit objections. He/she will also maintain registers of audit objections and help the principal interviewing them every month and sending the replies to the commissioner 13. The superintendent should monitor the reconciliation of accounts from the treasury and banks 14.

The superintendent has to perform any other duties entrusted to him/she by the principal/supervising officer 15. The superintendent is accountable to the administrative officer and principal. DUTIES AND RESPONSIBILITIES OF SENIOR / JUNIOR ASSISTANTS 1. The Assistant should enter all tappals received in the inward register and submit them to Superintendent for districtuion to the concerned assistants. 2. After receiving tappals they should be entered in the personal register (maintained in the prescribed format) by the concerned assistant. 3. While registering the currents they will be sorted out in two groups, the new currents and reference received on old currents. 4. All details of the new currents be clearly entered in the P.R. in the columns prescribed. The references on old currents need only to be indexed in one line indicating from who it is received. The subject needs to be clearly mentioned in the references. 5. The assistant should initiate the note pointing out the facts and the rule position in the note file opened on the current. The note file is continuous with page numbers and para numbers. The currents on the subject are maintained in current file. The note file and current file are always together in the same file pa. 6. The assistant should maintain

		<p>a 'Remainder Dairy' in prescribed proforma. Month wise record of reminders to be sent should be maintained. It is the duty of the assistants to verify the reminders for the day and issue them promptly and enter the same in the reminder dairy. 7. The assistant should also maintain the register of court cases and register of disciplinary cases in the given proforma. 8. The assistant should bring forward all undisposed files to the current years personal file on the 1st of April every year. 9. When the file is disposed of finally the assistant should send it to record room by rounding off the current number in P.R with red ink. The type of disposal be noted on the file before sending it to stock. 10. The assistant should dispose off the file with in three working days of its receipt by him/her. 11. The Senior and Junior Assistants are accountable to the Superintendent of the office.</p>
Code of conduct for Administrative Staff	19/06/2019	<p>The Principal should conduct himself/herself in such a way that both the staff and students look up to him for guidance He/she should be impartial, secular, dignified and punctual in discharging his/her duties He should be a pacesetter in dress, demeanor, attendance, punctuality, etc Principal should handle minimum number of classes prescribed in the rules and should endeavor to be an example as the first</p>

teacher in the College. The Principal should be in constant touch with the students and residents of hostels to solve the problems of indiscipline and discontent in the college and on the campus. The Principal should be present in the college at least half an hour before the commencement of college timings and leave the college after the day's work is over. The Principal should exhibit qualities of effective leadership in all administrative and academic activities of the college. Principal should be a true academic and administrative leader and assume full responsibility for discipline of the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Sports Day	29/08/2019	29/08/2019	780
National Education Day	11/11/2019	11/11/2019	750
National Integration Day	30/10/2019	30/10/2019	670
Republic Day	26/01/2020	26/01/2020	845
Hindi Diwas	14/09/2019	14/09/2019	75
Gandhi Jayanthi	02/10/2019	02/10/2019	125
Telugu Bhasha Celebrations	29/08/2019	29/08/2019	410
Quit India Day	09/08/2019	09/08/2019	325
Independence Day	15/08/2019	15/08/2019	1250
View File			

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

Eco-friendly Campus • Tree plantation is carried out by the students on the campus under clean and green program by NSS units of the College.. • The practice of a plastic-free campus. • Automobile holiday is observed on every 3rd Saturday of the month. Bicycles and public transport is encouraged for staff and students to reduce pollution. • Rain water harvesting pits are utilized for improving water holding capacity of the soil. • The wastewater

released from the RO plant is recycled and channelized for greenery development.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE – I TITLE OF THE PRACTICE: Promotion of a Green and Eco-Friendly Campus. **Objectives of the Practice:** (i) Identification of rare plant species and conservation. (ii) Creating Pollution free campus. (iii) Recycling of Organic waste. (iv) Recharging Ground water. **The Context:** Various activities and programmes are designed to develop eco-friendly campus in our institution to create awareness among the stake holders on environmental consciousness. The development and deployment of greenery across the campus makes the students, learn the concept with a free, fair, and fresh mind. It further escalates the ecological goal of "Go Green" concept. As we endeavour to create a green world, we commit to ensure that our own campus is green. Hence, we have launched the promotion of a Green and Eco-Friendly Campus practice. By establishing eco-friendly campus, we try to build a safe and sustainable future for our planet. The following benchmarks will help to establish our institution as green and eco-friendly campus.

- To promote Eco-club activities to enrich green environment in the institution.
- To indulge students in environment consciousness programmes.
- To organize monthly presentations, seminars, workshops on eco-friendly practices and environmental issues.
- To display environmental conservation messages and tips at key locations of our institution.
- To sensitize staff and students to avoid litter in the campus.
- To conduct an electricity audit of our institution to understand where most of the energy is being used and how to minimize its consumption as "saving electricity is producing electricity".
- To switch over standard lights with Compact Fluorescent Lights (CFL) and Light Emitting Diode (LED) lights as they are more economical, energy saving and last longer than a regular lights. This practice subsequently reduces electricity consumption and electricity bills.
- To use water saving practices such as re-channelizing R.O. waste water to plants, rain water conserving through percolation pits in our institution.
- To encourage the students and staff to use bio-degradable plastic bags instead of regular plastic bags to conserve the soil fertility.

Practice: Botanical Garden developed and maintained to protect rare, wild, and endangered medicinal plant species. Elocution competition on Green Initiatives, Essay writing on Integrated management and sustainable development, poster competition on waste management are conducted by the Department of Botany to create awareness. Practice of 'no vehicle day' is followed on third Saturday of every month and encouraging the staff and students to use bicycles or public transport to reduce pollution. The College has been implementing ground water recharging methods through percolation pits. Tree plantation drives are organized regularly to create green campus. NSS and Department of Botany takes up plantation of saplings regularly. Workshops and Guest Lectures on Biodiversity arranged by the Department of Botany to create awareness among the students by inviting eminent personalities of the field. The institution conducts green audit regularly to sustain green campus. **Evidence of Success:** The practice has an outstanding impact on the density of plant population in the Botanical Garden and more than 300 species are preserved. Faculty of the Botany department take pride in imparting knowledge on Taxonomy and Ecology. Students gain first-hand experience by observing the plant species directly in the field instead of a textbook. As a part of green initiative, staff and students started donating plants on their birthdays and on important events. Financial assistance is also provided by the staff and students for the development of green campus. The sincere and honest efforts of the students resulted in a beautiful Botanical Garden with wide variety of plant species. Students also learn water preservation methods and started improving the water holding

capacity of the soil by preserving the organic matter. The department of Botany propagating available rare plants and started distributing at meagre prices to the required people in the society there by fulfilling its social responsibility. Flower bouquets are prepared with available flowers and material of the garden by the students and used in college functions. Nominal charges are collected for these flower bouquets. Organic leafy vegetables and fruits cultivated in the garden are sold to the staff and generated income is utilized for the Botanical Garden maintenance. With consistent efforts of Botany department and NSS units on plantation programme, more than 80-85 percent students participate in plantation programme. Biology students adopted botanical garden and water the plants every day under the supervision of a Lecturer concerned. Tamarind tree plantation at the backside of the college building called "Chinta Vanam" is another evidence of success. Problems encountered:

- Insufficient water and manpower are the major constraint.
- Collecting of rare, wild plants and creating friendly environment for their growth.
- Acclimatization of the new species is another problem.
- Saving the planted saplings from pests and other infections.
- Though the college has four borewells and one municipality tap connection, shortage of water is a regular problem. We have not faced any major hurdles for the implementation of green practice.

Resources Required:

- Gardener
- Construction of water tank for 80000 litres to 100000 litre capacity for regular water supply to the garden.
- Construction of a Green house and shade net shall be very much helpful to protect rare and indoor plant species.
- Financial assistance from the state Government for the extension and maintenance of the Botanical Garden.

BEST PRACTICE - II Title of The Practice: Implementation of Uniform

A Uniform is a type of clothing worn by members of the same organization. Objectives:

- To maintain equality and uniformity among the students.
- Wearing a uniform reduces absenteeism and promotes college attendance.
- For the identification and re-organization.
- Uniform help to remove economic barriers.
- Uniform creates a sense of community and equality
- To erase socio-economic differences among the students.
- To minimize jealous feelings among students.
- Uniform is a great team building resource for the students.

The Context: To maintain

- socio-economic equalities.
- Integrity and equality.
- Identity and unity.
- inculcate good discipline.

The Practice: A College uniform is a uniform worn by the students. This practice was introduced in this institution from 2019- 2020 academic year onwards. As the socio-economic status of the students is not permitting them to purchase the second pair of uniform, keeping in view of the difficulties of the parents, staff council has resolved to implement uniform for four days only. Student community is instructed to wear uniform for four days per week that is on Monday, Tuesday, Thursday, and Friday. It is mandatory for all the students. Students can come in civil dress on Wednesday and Saturday. Students without uniform are not allowed to attend the classes. Dress code invariably brings behavioural changes among the students. Uniform to both men and women students are designed in such a way that, there won't be any discrepancies among the students. Staff members including Principal have contributed for purchasing of uniform for poor students whose parents are below poverty line and not in a position to bear the stitching charges. This decision taken by the council, regarding the uniform code was welcomed by students and parents. Physical director of the college, vice-principal, discipline committee and all the staff monitor the students to wear uniform strictly. Wearing a uniform reduces absenteeism, promotes attendance, pay attention to their studies, and instils a lot of discipline, focus and good behaviour. Most importantly it induces presentation skills, which help them talk with confidence and gives a sense of motivation and purpose. Dress code is clearly a significant means of self-identification and recognition. Dress has a great psychological implication for both wearer and person interacting with the wearer. Dress code is one of the visual expressions of the culture of an organization. It reduces status differences and reinforce good values. Dress

code encourages a relaxed and friendly learning environment among the students. Evidence of success: Initially there was some opposition to wear the uniform at degree level. But, as most of the students were willing to wear the uniform, the idea of wearing the uniform was successfully implemented. As all the students are coming and appearing in the uniform, automatically discipline is implanted in and outside the campus. Dress code makes students free from economic disparities. The students' mind become transparent and genuine, due to this strong equality feel accelerates and strengthen friendship among the students. Problems encountered and Resources required: The only two instances opposition from student organizations and economically poor students are encountered. But now both are convinced, and the students are all happy with the uniform. Few organizations and philanthropists came forward to distribute uniform to the poor students. Adopting uniform at higher level in degree colleges though it is a challenging one but approved by all and implemented successfully. All the students are happy with the uniform system. Resources required: Most of the students are from below poverty line and they are not able to bear the cost and stitching charges. Hence, the College Alumni and Philanthropists required to donate uniforms to the deprived sections of students.

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

<http://www.gcmknl.ac.in/page.php?menu=best-practices&slug=best-practices-naac>

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

Our Institution strives to empower men and women through holistic Education enabling them to function effectively as enlightened, competent, self-reliant and socially committed citizens of the country which is in tune with the Vision of the institution. The Institution focuses to provide equal access and a platform to students from marginalized sections and rural strata by imparting integrity, team spirit, competency, perseverance, discipline, leadership, excellence, ethics and dignity which are the core values of the institution. Curriculum delivery with ICT tools and experiential learning supported by certificate courses is the hallmark of our institution. Imparting quality higher education is the thrust area which is achieved with the strenuous efforts of the qualified and dedicated faculty who employ student-centric approach in teaching-learning process. Institution focuses on the mentor-mentee system to enhance the capabilities and helps in building the all-round development of the students. Institution encourages students to develop research attitude. The Institution has adequate Infrastructure and learning resources. The infrastructure is utilized for the academic growth of stakeholders. The staff and students of the institution are extensively benefitted from the facilities like ICT enabled classrooms, laboratories, well-resourced library, seminar hall, virtual classrooms, internet, wi-fi connectivity, women waiting room, Health Centre, RO water purifier, well-furnished computer labs provided by the institution. The institution fulfils its social responsibility by conducting extension activities and community outreach programmes involving members of students and staff. The institution strives to accomplish its vision through good governance. Good governance is achieved through the decentralization of administration, transparency and accountability, responsibility and efficiency in academic and administrative matters. The institution is decentralized in its structure and adopts a participatory and collaborative approach. The IQAC plays a vibrant and dynamic role in monitoring and maintaining the quality parameters in the institution. To meet the aspirations of the students, we regularly conduct quiz programmes,

remedial coaching classes, certificate courses for every semester. Mentor-mentee system is another practice of the Institution to accomplish the vision. Majority of the students are from economically, socially and educationally backward rural areas. Most of the students are first generation of educated families. JKC (Jawahar Knowledge Centre) designed and implemented by Commissioner of Collegiate Education, Andhra Pradesh as a prestigious programme in all higher education institutions to provide communication skills and other soft skills. APSSDC (Andhra Pradesh State Skill Development Corporation), a programme of State Government of Andhra Pradesh, which provides employability skills and training programmes to students to achieve their goal. JKC and APSSDC are implemented successfully by utilizing the services of mentors. Our Institution is for Men students since its inception. Since 2014-15, we are trying to improve women student strength in our college to provide equal opportunity for higher education. The college is regularly conducting seminars, international seminars, workshops, to improve and educate our students. Some of the staff members contribute study material for the benefit of the students who have joined in English medium courses. Through Career Guidance Cell, faculty members coach and guide the students for higher Education and other competitive examinations.

Provide the weblink of the institution

<http://www.gcmknl.ac.in>

8.Future Plans of Actions for Next Academic Year

IQAC plans to work for both academic and technical collaborations. • To take appropriate measures for the improvement of admissions of both men and women. • To Restore NCC for men and submit proposal for women wing. • To construct hostel for women students. • To start new UG and PG courses by utilizing the infrastructure of Cluster University, Kurnool. • To encourage the faculty to prepare four quadrants (Video, PPT, e-content Assignments like MCQs) of their respective subjects. • To motivate faculty to publish research papers in National and International journals and to organize Seminars, Conferences and Workshops. • To strengthen ICT enabled e-content equipment for strengthening online teaching and learning methods in view of COVID-19 pandemic. • To conduct employability-oriented certificate courses. • To conduct green, energy and environment audits. • Total automation of college Library. • Organizing webinars and e-conferences. • To increase extension activities. • To increase departmental activities both quantitative and qualitatively. • To Increase placements by conducting more job drives inviting industries, companies and business organizations. • To apply for new courses - market oriented and demand based. • To sign MoU's with various Universities and institutions at National and International level. • To offer self-employable certificate courses to the students which provide additional knowledge, other than the regular one. • To create an enabling environment for holistic development of students, faculty and supporting staff. • To facilitate continuous upgradation and updating of knowledge and use of technology by faculty and students. • To provide additional thrust to promote the usage of English language as the main mode of communication. • To continue the quality, internal audits will be conducted to update the academic records. • Encouraging staff members to participate in Refresher and Orientation Courses. • Enrolling students in MOOCs. • Maintenance of Vermi-Compost Unit to cater the needs of Botanical Garden. • Training staff for preparing E-Content and engaging online classes on Canvas Instructor and other Learning Management System. • Observing the days of national and international importance. • To participate in NIRF 2021 and submission of data in AISHE portal. • Broadening the horizons and scope of Institutional Social Responsibility, especially community engagement and environmental social responsibility. • Encouraging faculty members towards research and actively seeking multi-disciplinary collaborations in research. • Developing greater alumni connect mechanisms and fostering greater alumni

relations in the College. • Increasing industry-academia interface through consultancy, projects and lecture series. • To establish good gender balance in decision-making processes in all areas of the college activities. • To inculcate the awareness among the students about the equality of the gender. • To provide financial support and encourage the students participating in various state and National level curricular and co-curricular events. All the above are aimed to keep the institution abuzz with quality sustenance activities and encourages the departments to plan academic events like -International and national Conferences, Workshops, Seminars for the exposure of the students and teachers to new frontiers of knowledge.