



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		S.C.I.M. GOVERNMENT COLLEGE
• Name of the Head of the institution		Dr. N.VENKATESWARA RAO
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		08819222272
• Mobile No:		9948121718
• Registered e-mail		gdctanuku@gmail.com
• Alternate e-mail		iqacgdctanuku@gmail.com
• Address		Do.No: 22-19-35, Rashtrapathi Road, Sajjapuram
• City/Town		TANUKU, West Godavari District
• State/UT		Andhra Pradesh
• Pin Code		534211
2.Institutional status		
• Type of Institution		Co-education
• Location		Rural
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	Adikavi Nannaya University , Rajamahendravaram, East Godavari District, Andhra Pradesh				
• Name of the IQAC Coordinator	G Chandrasekhar				
• Phone No.	08819222272				
• Alternate phone No.	9948121718				
• Mobile	9666664242				
• IQAC e-mail address	iqacgdctanuku@gmail.com				
• Alternate e-mail address	gdctanuku@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	www.scimgdctanuku.ac.in/aqar				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://scimgdctanuku.ac.in/institutionalplan				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.15	2005	28/02/2005	27/02/2010
Cycle 2	B	2.62	2013	05/01/2013	04/01/2018
6. Date of Establishment of IQAC			04/03/2005		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
INSTITUTION	NIRF SCHEME	GOVERNMENT OF ANDHRA PRADESH	2020	30000000	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Participated in NIRF 2. Strived the staff to adopt online mode of teaching completely to meet the challenge arisen after the first wave of Covid-19. 3. Motivated the staff to undergo training for usage of ICT tools by attending relevant FDP,RC,OCs. 4.A safe and secure environment was created for both staff and students to run offline classes in accordance with the Standard Operating Procedures for Covid-19 laid down by Government of Andhra Pradesh. 5. Strived the staff to attend /organize online Webinars.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To implement SOP laid down by Govt of AP to reopen and conduct classes regularly	As per the guidelines given by the government College has strictly adhere to follow the norms of Covid-19 to reopen and conduct the classes regularly from the first week of November 2020
To procure the equipment / Sanitization machine for cleaning the campus	College has procured a Sanitization machine to cleaning the campus regularly with hypochlorite solutions to maintain hygienic atmosphere due to the severity of Covid 19.
To complete all pending files of UGC XII Plan	All the pending files of UGC pertaining to XII Plan are sorted out and audited by a Chartered Accountant and submitted at UGC office.
To participate and prepare data for NIRF, AISHE & APSCHE	College has participated in in NIRF, Submitted data to AISHE and prepared data for AISCHE.
To conduct an Institutional Level Workshop to Lecturers to utilize ICT tools for Online Teaching.	College has organised an institutional Level Workshop to Lecturers to utilize ICT tools for online Teaching on 29th June 2020.
To continue the culture of electing elective and cluster subjects in a diversified manner from wide spectrum of cluster subjects offered by all departments there by fulfilling the true spirit of actual CBCS pattern	All the students got awareness of CBCS pattern and about the spirit CBCS pattern and opted Elective subjects from diverse spectrum of subjects.
To encourage and promote research culture in the institution among the staff and students.	Two faculty members of our college registered for PhD
To strengthen Placement Cell viz Jawahar Knowledge Centre in view	Jawahar Knowledge Centre of our college has conducted number of

of training and conducting more job drives.	training classes for final year degree students and organised five campus drives, nearly 105 students got placements in various MNCs
To continue MOU with APSSDC to impart training to unemployed youth as an extension/out reach activity of the institution for this academic year also.	College has to continue MOU with APSSDC and conducted various training programmes for unemployed youth as a part of society outreach activity,
To encourage the staff to participate in FDPs to acquire skill to use ICT tools for online teaching.	Majority of faculty members have attended FDPs and acquired the skills of ICT tools which are very useful to conduct online classes.
To conduct Awareness Programmes	<ul style="list-style-type: none"> • An Awareness Programme on personal Hygiene to the Girls by Women Empowerment Cell on 08-09-2020 • An Awareness Programme on the eve of World Poverty Eradication Day organised by Department of Economics on 17.10.2020 • An Awareness Programme on AIDS organised by Microbiology on 01.12.2020 • A One week Martial Arts practice for self protection for girls organised by Women Empowerment Cell From 07.12.2020 to 13.12.2020. • An Awareness Programme on Pandemic COVID-19 organised by Department of Microbiology on 08.12.2020. • An Awareness Programme on Health and Hygiene organised by Women Empowerment Cell on 16.12.2020 • An Awareness Lecture on Gender Discrimination organised by Women Empowerment Cell on 06.01.2021. • An Awareness Programme on Business Sector Entrepreneurship organised Department of Commerce on 21.01.2021. • An Awareness

Programme on Cyber Crime organised by Women Empowerment Cell on 25.02.2021. • An Awareness Activity on functions and duties of women commission organised by Women Empowerment Cell on 10.03.2021. • An Awareness Activity / Guest lecture on the rights provided by the Juvenile Justice (Care and protection of children) Act-2015. • An Awareness Programme on Domestic Violence Act-2005 organised by Women Empowerment Cell on 05.04.2021. • An Awareness Programme on the POSCO Act-2012 organised by Women Empowerment Cell on 09.04.2021. • An Awareness Programme on "The Right of Children to Free And Compulsory Education Act - 2009"organised by Women Empowerment Cell on 23.04.2021. • An awareness Programme on Personal Hygiene to the girls organised by Women Empowerment Cell on 08.09.2021.

To conduct Rallies.

• A rally on the eve of Communal Harmony Day organised by NSS Units on 23.11.2020.

To conduct Guest lectures.

• A Guest Lecture on Marketing organised by Department of Commerce on 18.08.2020 • A Guest Lecture on Business Law organised by Department of Commerce on 20.08.2020. • A Guest Lecture on Corporate Accounting organised by Department of Commerce on 22.08.2020. • A Guest lecture on Communication Skills organised by Department of English on 11.10.2020 and 12.10.2020. • A Guest Lecture on Marketing

organised by Department of Commerce on 13.11.2020. • A Guest Lecture on Business Law organised by Department of Commerce on 17.11.2020. • A Guest Lecture on English for competitive examinations organised by Department of English on 08.12.2020. • A Guest Lecture on Corporate Accounting organised by department of Commerce on 10.12.2020. • A Guest Lecture on Marketing organised by Department of Commerce on 18.08.2021. • A Guest Lecture on Business Law organised by Department of Commerce on 20.08.2021. • A Guest Lecture on Corporate Accounting organised by Department of Commerce on 22.08.2021.

To organise special camps with the support of NSS units.

• An Awareness Programme on COVID-19 held at Chivatam Grame Sachivalayam, Undrajavaram mandal, on 12.10.2020 • Distribution of Masks and Sanitizers at Savaram Grama Sachivalayam, Tanuku Mandal, on 13.10.2020. • Distribution of Vegetables at Slum Area near RTO office, behind municipal office on 14.10.2020. • Distributed Masks to the Poor people who are living at RTO office , Dumping yard and Behind Municipal Office on 15.10.2020. • Conducted a Rally on Awareness on Corona Virus at Yanamandra Street, pydiparru on 16.10.2020 • Distributed Cloth Masks and Sanitizers to Village Volunteers , Asha Workers, Sanitation staff and other villages at Pydiparru on 17.10.2020. • Distributed

	Food Packets to the poor peoples and beggars who are living near RTO office , Dumping yard behind Municipal office, near Bus stand and Railways station in Tanuku Mandal on 18.10.2020				
To motivate staff and students to utilize MOOCS facility in a product way.	Number of staff and students have utilized the MOOCS facility and completed many useful courses which are very helpful to their career.				
To Celebrate National / International Commemorative Days	Institution has celebrated number of Commemorative Days like Blood Donors Day, International Literacy Day, World Poverty Eradication Day , National Education Day, National Library Day, Constitutional Day, National Voters Day, International Women's day, etc.,				
13.Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>CPDC</td> <td>19/01/2022</td> </tr> </tbody> </table>		Name	Date of meeting(s)	CPDC	19/01/2022
Name	Date of meeting(s)				
CPDC	19/01/2022				
14.Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2019-20</td> <td>27/02/2020</td> </tr> </tbody> </table>		Year	Date of Submission	2019-20	27/02/2020
Year	Date of Submission				
2019-20	27/02/2020				

Extended Profile

1.Programme

1.1

266

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

File Description	Documents
Data Template	View File

2.Student

2.1 668

Number of students during the year

File Description	Documents
Data Template	View File

2.2 174

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

File Description	Documents
Data Template	View File

2.3 156

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 33

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 33

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	266
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	668
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	174
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	156
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	33
File Description	Documents
Data Template	View File

3.2	33
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	3.1
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	84
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

MECHANISM FOR WELL PLANNED CURRICULUM DELIVERY AND DOCUMENTATION:
In the

beginning of the academic year, institutional plan is drafted and approved by the staff council and ratified by the CPDC. This plan involves skeleton structure of overall planning of delivery of curriculum. This plan gives a bird's eye view of timelines of A) curricular activities like conducting internal examinations which is heart of continuous evaluation, revision etc .,

B) co-curricular activities like assignments, group discussions, quiz programs, project works, field trips and other supporting curricular activities, C)

extra- curricular activities like NSS regular & special camp activities, sports activities ,field trips, industrial tours and cultural activities, etc., D) extension activities like awareness

programs on different social evils, health & hygiene, literary events, community service activities, exchange of staff etc. E) other activities like Independence Day celebrations ,Republic day celebrations, Gandhi Jayanthi , Dr B R Ambedkar jayanthi, birth day events of important & prominent persons , organising the events of Voter's Day, Women's Day etc. Before the beginning of the academic year academic work is distributed to the concerned lecturers by the In-Charges of respective departments. Each lecturer prepares Annual Academic Plan in advance and then this plan is approved by concerned In-Charge & is accepted by Principal of College. This plan is circulated to the concerned students by the lecturer himself and is also uploaded in website for information for whom it is intended and it is also placed in the notice board of each department. This is an important and transparent academic activity.. Further each lecturer submits the synopsis of the topics which are to be covered in the next month to the In-Charge of concerned department. After verifying the synopsis, In-Charge may correct or alter . Further In-Charge may give written suggestions on the record of synopsis. Further this record of synopsis is submitted to Principal for acceptance. At the end of each month Lecturer submits teaching diary which consists of details of topics covered, co-curricular, extra-curricular, extension events taken place hour wise & day wise to the In-Charge. After verifying this record and satisfying on it, In-Charge submits this record to Principal for ratification. Then principal cross checks this Teaching diary with the record of Teaching synopsis, record of Annual Academic Plan .Further Principal makes appraisal visits to the classes and tallies these records with the feedback given by students. After his satisfaction, Principal ratifies the record of Teaching Diary. This frame of mechanism guarantees the concrete delivery of curriculum at bottom level. In-Charge of respective department verifies the works/assignments/project works etc of each student on par with concerned lecturer. Even Principal verifies these items randomly to make every stakeholder attentive and serious for solid delivery of curriculum. In the entire exercise, IQAC coordinator, Vice-Principal & Academic Coordinator assist Principal. IQAC plays a vital role in executing the plan of curriculum by taking feedback from each stake holder and analysing it at least once in a semester and give suggestions to the lecturer.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://scimgdctanuku.ac.in/curriculum

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

SCIM Government Degree college is an affiliated college of Adikavi Nannaya University, Rajamahendravaram, and is guided by the rules and regulations formulated at university level regarding syllabi, examination and evaluation.

University has been following CBCS pattern of evaluation. The Academic calendar of Adikavi Nannaya University, Rajamahendravaram is available on University as well as college websites. Academic Calendar is prepared and circulated by the University via mail and the same is put in the website also. The approval of the University's Academic Calendar ensures important dates scheduled well in advance. It comprises important dates for students as well as teachers such as application issuing and closing dates for enrolment and withdrawal from courses, commencement of class work, dates of internal and semester-end exams, last date of class work and the period holidays. Examinations are conducted at the end of each semester by the affiliating University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance by the departments.

Internal assessment dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session

.IQAC has chalked out a plan involving various student centric at the beginning of academic year for its implementation. It continuously monitors teaching- learning activity by collecting student's feedback and analyzing it. It improves the teaching-learning process by giving suggestions to the faculty and guides

them in promoting overall development of students. SCIM Government Degree college is an affiliated college of Adikavi Nannaya University, Rajamahendravaram and is guided by the rules and regulations formulated at university level regarding syllabi, examination and evaluation. University has been following CBCS pattern of evaluation since 2015 -16 academic year. The CBCS consists of Semester-end exams. Thus, internal assessment scheme is as per university norms. Adikavi Nannaya University has a continuous internal assessment system in which each paper of 100 marks has a component of 25 marks of internal assessment and that of 75 marks of the external examination of that paper. These 25 marks of internal assessment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks will be given for each academic activity performed. • Two Mid exams, each of 15 marks are conducted and their average is taken. • Other 2 components of evaluation (Seminars, GD's, Assignments etc.) each of 5 marks are considered. • Practical Exams, in each Semester-End exams for 50 marks will be conducted. A student must get 40 of marks both in Internal and External examinations and also 40 aggregate of 100 will be a criteria

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://scimgdctanuku.ac.in/institutionalplan

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

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

462

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

462

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

1.3 - Curriculum Enrichment

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

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

The institute follows the programmes offered by Adikavi Nannaya University, as it is affiliated to it. Life Skill Courses and Skill Development Courses are common in every programme. Each programme offers at least four Life Skill courses that integrates issues related to either gender, or environment, or human values or professional ethics.

List of Life Skill Courses

S. No

No. of Courses

Course Name

Preferred Teaching Department

1.

I

Human Values and Professional Ethics

English/Telugu/Any Dept

Entrepreneurship

Commerce

1.

I

Information and Communication Technology (ICT)

Computers

Indian Culture and Science (ICS)

History/Telugu

1.

Compulsory

Environmental Education (EE)

Botany/Zoology/Environmental Science/ Any dept.

I

Personality Development and Leadership (PDL)

English/Any Department

Analytical Skills (AS)

Maths/Statistics

The Women Empowerment Cell and IQAC cell in the institute transact the gender related issues. Guest lectures conducted on Laws of Women on Women's Day, Anti-ragging, celebrating birth days of women reformers. This institute has a separate NSS unit for girls. It has been very proactive in conducting different extension activities not only in college premises but also in adopted villages also.

The Departments alone also aimed at promoting gender equality and focus on women empowerment through departmental activities. Thus, integrating gender issues in the curriculum has been its top priority.

Issues related to environment and environmental sustainability are obviously integrated into curricula. In UG programmes, there is a mandatory paper titled 'Environmental Education' in Life Skill Courses. However, the other programmes also carry courses in which environmental issues are discussed and are inbuilt.

'Disaster Management' is one of the Skill Development Courses focusing mainly on the topics like environment protection act, disaster management, enforcement of environmental legislation, development of the mechanism to control land measures of air pollution, water pollution, oil pollution, noise pollution, thermal pollution and solid waste management, and so on. The students witness the hands-on experiences in environment conservation practices and understand sustainability efforts.

Every year, N.S.S. units undertake a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related

programs including tree plantation, village cleanliness, cleaning of gutters, digging of soak peats, plastic free drive, poster competition, debate competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. The institute involved making the campus green by

continuous plantations, waste management, using solar energy, Swachha Bharat celebration of various days like World Environment Day, N.S.S. Day etc.

All the programmes integrate courses that teach 'Human values and Professional Ethics' in its curricula as Life Skill Courses. This course consists of understanding the need, basic guidelines, content and process for Value Education, Understanding the thought provoking issues; need for Values in our daily life Choices making - Choosing, Cherishing & Acting, Classification of Value Education: understanding Personal Values, Social Values, Moral Values & Spiritual Values.

Understanding the Problems faced due to differentiation in Relationships. Understanding the harmony in the society (society being an extension of family): Samadhan, Samridhi, Abhay, Sahastitva as comprehensive Human Goals Visualizing a universal harmonious order in society- Undivided Society (AkhandSamaj), Universal Order (SarvabhaumVyawastha)- from family to world family.

Understanding about Professional Integrity, Respect & Equality, Privacy, Building Trusting Relationships. Understanding the concepts; Positive co-operation, Respecting the competence of other professions. Understanding about Taking initiative and promoting the culture of openness. Depicting Loyalty towards Goals and objectives.

Different social activities have been initiated by the college like Health and Hygiene awareness programs, medical checkup camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

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

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

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

156

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://scimgdctanuku.ac.in/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

560

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

318

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Versatility is a natural phenomenon. Every student has different cognitive ability. Same method of teaching and pace is not suitable to everyone. The students are from different socio-economic- cultural back grounds and their ability and comprehension is unique. Their ability to understand, analyze and evaluate their domain knowledge varies and is different.

(Assessment of learning levels of the students)

Advanced learners, mediocre learners and slow learners are identified on the basis of Performance in +2 Examinations, internal assessment, university end examination, involvement in classroom.

(Advanced learners)

Guest Lectures are arranged for advanced learners along with the remaining students so as to gain additional knowledge regarding the respective discipline. Additional inputs are being provided to the advanced learners besides the curriculum. Encouraged to participate in group discussions, technical quiz to develop analytical and problem-solving abilities through they enhance their presentation skills. Various club activities are conducted in their corresponding fields. Trough online Spoken Tutorial workshops in collaboration with IIT, Bombay advanced learners are provided with the opportunity to acquire technical and life skills at their own pace under the ages of special CCE, Vijayawada through a memorandum of understanding with IIT, Bombay.

Motivating them to undertake high quality projects relevant to industry advancements are undertaken during their last semester of program. Outstanding students are encouraged to take up

competitive exams like PG CET etc. Semester Toppers and University rank holders are encouraged with certificates and cash prizes.

(Slow learners)

The Institute practices student centric academic counseling process. During the course of study, group of students are assigned to a faculty for counseling/Mentoring. Mentors monitor academic performance and interact regularly to understand and help any student facing issues that affect their ability to learn or hinder their academic success. The College has a system in place to regularly communicate student performance and attendance to parents. Set of students not more than 25 are assigned for a faculty as mentor, and personal and academic care is completely taken by the corresponding mentor. The mentor is in constant communication with the parents and Whatsapp messages are also sent with the newsletter after each assessment test. Faculty members periodically discuss with parents about the learning outcomes of children who are slow to learn. Each departments conduct remedial classes and provide supplementary material for students who are slow learners and those students who are who are about to drop out due to backlogs in pervious semesters.

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File Description	Documents
Link for additional Information	http://scimgdctanuku.ac.in/divesity
Upload any additional information	View File

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

Number of Students	Number of Teachers
668	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

2.3 Teaching - Learning Process

The teaching learning process revolves round the need, interest and capabilities of students. The college conducts various student centric activities throughout the year. In the wake of COVID pandemic situation most of the Teaching Learning Activities are done through online mode only. The staff members are trained and adopted online mode to provide rich learning experience to the students by involving the students in the process. Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences by faculty as part of their class room and online teaching. Role Plays, Team works, Debates, Seminar Quizzes and case studies Specifically Students centric Teaching Methods are reflected in project work, Field Visit, Industrial visit& guest lectures are adopted.

1. Experiential Learning

A) Project works: Project works are classified into two parts. Minor projects are assigned to students as a part continuous internal evaluation. Major project is undertaken by students as a part of cluster elective of (Choice Based Credit System) CBCS pattern.

B) Lab Course: All science courses, Computer Science Course and Computer applications courses have laboratory hours for conducting experiments with 2 credits for each course with external evaluation.

C) Participation in Events: Students are encouraged to participate in various events and competitions relevant to their discipline organized in various institutions to have real time exposure.

D) Field Visits: Students are provided with field visits that are academically significant relevant to their discipline.

E) Industrial Visits: To enable students exposed to the industrial work culture and real time work experience industrial visits organizes for students.

F) Guest Lecture: Eminent experts from industry and academia are invited and Guest lectures are arranged to supplement the teaching process and provide experiential learning.

2. Participated Learning

A) Mini Projects: A group of two to five students are assigned a topic so that they learn from each other and collectively present the project.

B) Practical: Under the guidance of Lecturers students in group undertake various practical experiments that enhance their participative learning.

C) Role play: Teachers adopt role play method especially in Commerce and Political science as well as a part of skill development courses so that they enhance empathy towards the roles of others.

D) Team work: Team works is encouraged while conducting Camp of NSS, institutional social responsibility through Red Cross ,Village Adoption, Tree plantation, Swatchh Bharat and Health awareness camps.

E) Participation in Events: Events of national importance, Events of awareness, Events of days of national importance, Events of Sports and Games and Cultural activities are organized and various competitions like elocution, essay writing, Quiz etc., are conducted and students are encouraged to participate in such

events.

F) Participation in administration: Students are involved in different administrative committees and are allowed to participate in decision making regarding progress of college.

3. Problem solving Methodology

Theory Courses: All the courses with Science, Commerce and Economics have problem solving content in the curriculum. Additional inputs are also provided to the students by following problem solving methodology. Various skill development courses and certificate courses also have the problem solving elements.

Laboratory Courses: All the experiments in the laboratory courses are to be understood and conducted based on the problem solving approach.

Project Works: Projects works involve a research based approach involving indentifying a problem, searching or alternatives and finding the best solution for the identified problem and presenting in systematic way.

Group Discussions: This method enhance the students ability to participate and coming up with the opinions & suggestions to check their current knowledge. The discussions enhances the students soft skills, communication skills, reasoning and problem solving abilities.

Quizzes: Technical Quiz conducted in various disciplines as a part of events conducted in different occasions helps the students test their problem solving abilities.

To enhance participative, leadership and organizing abilities of students and to imbibe patriotic and social values among students various Days like Teachers' Day, Independence Day, Republic Day, NSS Day, NCC Day, AP Formation Day, and Anniversaries of national heroes are celebrated. NSS conduct activities like Blood Donation Camps, AIDS Awareness Campaigns, Tree Plantation, Swachh Bharat Abhiyan, Water Management, Drive for Fund Raising during Natural Disasters in order to make the students responsible citizen.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/studentcentric

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

Two faculty members were trained in CISCO NetAcad Instructor Training. Faculty members were trained by an online one week FDP programs on "LMS Video & Pedagogy : Imaging and shaping of Digital Education & LMS towards development of High- Quality content" where training on Video making, APP based end to end editing tools, open educational resources, OBS studio and pedagogy and assessment had been conducted. Subject wise FDPs also were conducted by Commissionerate of collegiate education, Govt of Andhra Pradesh (CCE) for all faculty members on recent trends, progression in pedagogy in their subjects. An institutional level workshop is also conducted to all the faculty members on the usage of ICT tools.

Further college subscribed a G-Suite domain and all the faculty member are provided logins and Laptops. During the pandemic all teaching learning process conducted through online mode only using G-Suite, Teachmint, CISCO Webx and Zoom apps etc. All the class work along with the recorded video links were uploaded in the Bharatpade online and OTLP(Online Teaching Learning Process) app Managed by CCE, Govt of AP. All the communication related to class work, assignments, Examinations and academic related issues during online training was happened through the class whatsapp groups.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://scimgdctanuku.ac.in/infrastructurefacilities

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

133

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

SCIM Government Degree College is an affiliated college of Adikavi Nannaya University, Rajamahendravaram, and is guided by the rules and regulations formulated at the university level. The Academic calendar of Adikavi Nannaya University, Rajamahendravaram is available on University and College websites. University follows grading system and in accordance with CBCS pattern. Grace grafting system is considered at the end of course as Balamohandas committee suggested. Students who are admitted are well informed about the assessment, question paper patterns, grading system and university examination system by conducting an orientation program for the students at the very beginning of the program.

For transparent and robust mechanism in the internal examinations an Examination Cell is constituted in the college under the guidance of the principal. The examination coordinator assists the Principal during the conduct of both internal and semester-end examinations. The time table of Mid-term/ Practical Examinations will be communicated to the students by the coordinator at least one week in advance. The internal examinations schedule is prepared in accordance with completion of syllabus and preparedness of student. Students who failed to attend the internal exam were provided an opportunity to write examination after due recommendation from the HOD/Principal.

File Description	Documents
Any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/examinations

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

SCIM Government college follows transparent, student-centric and student- friendly methods in evaluation. The academic calendar which is given by University will be strictly followed for delivery of curriculum and also for the conduction of internal examinations.

All the students are provided with the internal exam answer scripts and are given an opportunity to verify their marks against their answers. Any objections in the internal evaluation are immediately addressed by the respective faculty member. With respect to assignments, Faculty evaluates assignments based on the rubric which is also shared with the students. The rubric consists of criteria- content, appropriate cognition level, timely submission, clarity, presentation of content, etc. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolve grievances is any.

The internal marks/assignment marks were displayed in the notice board within a week after the examination. Further objections regarding internal marks/ assignments are reported to the examination cell. Examination Cell will consult the respective HOD and re-evaluate the answer sheet and appropriate measures are considered to solve the problems within a five working days after such grievance.

File Description	Documents
Any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/examinations

2.6 - Student Performance and Learning Outcomes

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

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. After attainment of consensus, the same are widely propagated and publicized through various means such as display and/or communication. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

The Vision and Mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. Every department plans and conducts all activities in light of the programme outcomes, course outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://scimgdctanuku.ac.in/syllabus
Upload COs for all courses (exemplars from Glossary)	View File

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

CO-PO Attainment Process

Our Institution follows the evaluation methods suggested by the affiliating University. The attainment process of Cos, POs is as follows:

Attainment of Programme Outcomes and Course Outcomes as evaluated

by the institution:

Attainment of COs for all courses including theory courses, practical courses, Mini-project course, and Major project course is assessed through two assessment tools.

- Direct Assessment tools
- Indirect Assessment tools

Direct Assessment Tools: To assess the knowledge and skill gained by a student while attending a course, Sessional's Marks, End-exam Marks and Quiz/ Assignment/ Seminar/ Mini Projects etc., marks are considered.

Indirect Assessment Tools: To assess the student learning after attending a course, Course Exit Survey will be conducted immediately after the semester and the feedback given by the student in attaining the COs is considered.

Process of Calculating COs Attainment:

COs attainment is evaluated through,

- Direct Attainment
- Indirect Attainment

Direct Attainment: Direct Attainment for a course is calculated considering Internal and External exams. The performance of a student in each semester is evaluated course-wise with a maximum of 100 marks out of which sessional exams are evaluated for 15 marks and semester end examination is evaluated for 75 marks and and Quiz/ Assignment/ Seminar/ Mini Projects etc., is evaluated for 10 marks.. For theory courses, two sessional examinations, one Quiz and one assignment, and one external examination will be conducted.

- Direct attainment of CO is calculated considering 15% of internal marks, 10% of and Quiz/ Assignment/ Seminar/ Mini Projects etc., marks and 75% of external marks.
- $CO \text{ direct attainment} = [(0.15 * (\text{Average of internal marks of the CO}/15)) + (0.1 * \text{Average of Assignment/ Quiz marks}) + (0.75 * (\text{Average of external marks of the CO}/75))]$
- For practical courses, mini-project and project work one sessional examination for 50 marks and one external

examination for 50 marks will be conducted.

- Direct attainment of CO is calculated considering 50% of internal marks and 50% of external marks.
- CO direct attainment= $[(0.5*(\text{Internal marks of the CO}) + (0.5*(\text{External marks of the CO}))]$
- Indirect Attainment: Indirect attainment for a course is calculated from the feedback taken at the end of each semester, from the students attended the course. Course Exit Survey is conducted through Google form in which the student's learning is enquired through course outcomes of the courses they attended recently. The levels of accomplishing the outcomes of each course is considered to be point 4 for substantial, 3 for good, 2 for moderate and 1 for low.
- The assessment is done from the responses given by the students using the following formula.
- CO indirect attainment = $(4*A+3*B+2*C+1*D)/(4*(A+B+C+D))$ where A, B, C, and D are the number of students choosing substantial, good, moderate and low options for the corresponding CO.
- CO attainment: CO attainment of a course is evaluated considering 90% of direct attainment and 10% of indirect attainment.

Cos and POs

POs are attained through program specific Core Courses. Each Course addresses a sub-set of POs to varying levels (strengths) (1, 2 or 3). Sometimes we determine the POs the courses address. Sometimes we may apriori determine the POs a Course should address and the COs have to be written to meet the identified POs.

Strength of CO-PO Mapping

POs and PSOs are attained through program specific Core Courses. Each Course addresses a sub-set of POs and PSOs to varying levels (strengths) (1, 2 or 3). Sometimes we determine the POs the courses address. Sometimes we may apriori determine the Pos a Course should address and the COs have to be written to meet the identified POs.

Strength of CO-PO Mapping Sample

Attainment of a PO depends both on the attainment levels of

associated COs and the strength to which it is mapped to those Pos. It is necessary to determine the level (mapping strength) at which a particular PO is addressed by the course. Strength of mapping is defined at three levels: Low (1), Medium (2) and Strong (3) A simple method is to relate the level of PO with the number of hours devoted to the COs which address the given PO.

If >40% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 3. If 25% to 40% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 2. If 5% to 25% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 1. If < 5% of classroom sessions address a particular PO, it is considered that PO is not addressed .

PO Attainment

PO attainments are normalized to 1, that is, if a PO is addressed at the level of 3 and attainments of CO associated with that PO is 100%, then attainment of that PO is 1. Thus the average of the attainments of relevant COs is computed and this value is then scaled by the mapping strength.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://scimgdctanuku.ac.in/attainments

2.6.3 - Pass percentage of Students during the year

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

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://scimgdctanuku.ac.in/results

2.7 - Student Satisfaction Survey

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

<http://scimgdctanuku.ac.in/SSS.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://scimgdctanuku.ac.in/research-funds

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

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

18

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

3

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

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

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

1

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

3.3 - Extension Activities

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

The following programs are conducted in coordination with all the department, NSS and Red Ribbon Club.

I. AIDS Awareness Programmes: Conducted AIDS awareness programme and Rally with RED RIBBON CLUB on December 1st 2021

II. Rallies/Processions

1. Rally on Plastic Eradiction Conducted on 02-10-2020.
2. Rally on World AIDS Day on 01-12-2020.
3. Rally on National voter's day on 25-01-2021.

III. Observance of important days/events

1. Independence day on 15.08.2020
2. Hiroshima -Nagasaki Day on 06.08.2020
3. Ozone Day on 16.09.2020
4. NSS foundation day on 24.09.2020
5. Gandhi Jayanthi on 02.10.2020
6. National Constitutional Day on 26.11.2020
7. World AIDS Day on 01.12.2020
8. World Human Rights Day 10.12.2020
9. National Consumers Day on 24.12.2020
10. Republic Day 26.01.2021
11. National Voter's Day on 25.01.2021
12. International Women's Day on 08.03.2021
13. Celebration of International Yoga day on 21-06-2020.
14. Swachh college- clean & green programme conducted every 4th Saturday in the college campus.
15. Celebration of Alluri Seetharama Raju Birth Day on

11-07-2020

16. Celebration of World Population Day on 21-07-2020
17. Celebration of Telugu Bhasha Dinotsavam & National Sports Day on 29-08-2020.
18. Celebrations of National girl child day on 24-01-2021.

IV. The NSS Unit of SCIM Government Degree College, Tanuku , W.G.Dist organized an awareness programme on COVID19 for students and the public and also distributed relief packages. The Camp Commenced on 12.10.2020 and to be ended on 18.10.2020.

(DAY-1) ON 12.10.2020:- COVID-19 Awareness Programme & Distributed Masks & Sanitizers

(DAY-2) ON 13.10.2020- DISTRIBUTION OF MASKS & SANITIZERS

(DAY-3) ON 14.10.2020- VEGETABLES DISTRIBUTION

(DAY-4) ON 15.10.2020- MASKS DISTRIBUTION

(DAY-5) ON 16.10.2020- CONDUCTED RALLY ON CORONA VIRUS AWARENESS

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/nss.php
Upload any additional information	View File

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

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

27

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

400

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

9

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Response:

The college has good infrastructural facilities spread over 7 acres. It has sufficient number of classrooms, well equipped laboratories, seminar halls and library with more than 29000 books to impart quality education to the students.

Classrooms:

The college is having 19 classrooms for instructional work which are spacious and well ventilated. One virtual class room is earmarked for Teaching and Learning in ICT mode facilitating

interaction of our college students with the students of other institutions and with the peers of other institutions across the state. Further it is to utilize for the telecast of lessons from this class room to the needy across the state. It also provides access to expertise of teachers from other Colleges on curricular inputs/lessons.

Of these 19 class rooms, 9 equipped with LCD projector facility, 3 digital class rooms whose equipment was sponsored by RUSA, one virtual class room whose equipment was sponsored by RUSA, 2 equipped with smart class room facility whose equipment sponsored by APSSDC.

All digital/virtual/smart/other ICT enabled class rooms are supported by:

1. Server HPE 56ML 350G9
2. Numeric 7.5 Kva online UPS
3. Numeric 3 Kva online UPS
4. 24-port Gigabit Fast Ethernet Web managed L2 Switch
5. Wireless Access Point
6. Home UPS 10 Kva sponsored by UGC-additional assistance-XIth plan

Laboratories & Museums:

The college has 12 well equipped laboratories to impart practical knowledge to the students. Of these 12 labs, two are Physics labs, three are Chemistry labs equipped with fire extinguishers, two are Botany labs along with Herbarium, one is Electronics lab, one is Zoology lab along with Museum, one is Microbiology lab, one is Computer Science lab and one is English language lab cum Jawahar Knowledge Centre (JKC) placement cell.

Computing equipment:

The college is enabled with the equipment of 84 computing systems. Of which, 30 laptops were sponsored by APSSDC, 3 laptops were sponsored by RUSA for three digital class rooms, one system was sponsored by UGC for IQAC under XIth plan. Jawahar knowledge Centre was established for the purpose of placements cum English language lab which was equipped with 30 computing systems, one Dell Server, one 15Kva online UPS which were sponsored by Commissioner of Collegiate Education, Government of Andhra

Pradesh. The computer lab is equipped with 20 computers which were sponsored by UGC under additional assistance, XIth plan. The college is connected to the Internet with Four 50 Mbps connections provided by Excel Broadband, One 100 Mbps connection provided by Excel Broadband, One 10 Mbps connection provided by AP Fibernet. The college is also Wi-Fi enabled with the above mentioned Internet connections. Integrated Attendance Management System equipment i.e. biometric machines supplied by iConma Pvt. Ltd. Sponsored by RUSA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructurefacilities

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

Response: The Institution has an open rostrum to conduct all kinds of cultural activities, general gatherings, assemblies, celebrations, events, etc. The college also has the conference/seminar hall which is also utilized for cultural activities. There is a cultural committee to facilitate the conduct of various cultural activities at college level and the committee encourages the students to participate in various cultural competitions conducted at district/university/state levels on different occasions like Independence Day, AIDS Day and other days of National Importance, Social & cultural awareness and such kind of contexts.

The campus is placed in an area of 7 acres (nearly three hectares) and there therefore sufficient play ground is available with 400 meter running/walking track. . College facilitates a wide variety of sports and games including athletics, cricket, volley ball, basket ball, Kho-Kho, Kabaddi, Hand ball and Indoor games like Badminton, Chess, and Caroms etc.

The modern Gym equipment along with an open Gym with the needy fitness equipment is present on the campus for the benefit of students. Seminar hall is utilized as indoor yoga centre in the morning hours to promote good health.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/sports

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructurefacilities
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library as Learning Resource Centre of the college has over 14169 text books,

15714 reference books, 12 journals.

It's prompt and effective services are in synchronization with the changing needs of the academic community which is moving towards the electronic resources such as e-books, e-journals and databases. For instance, Library is enriched with subscription /other sources by providing access to students/staff to 7394662 e-books, 5280822 e-journals, and 100 CDs & Videos.

The Commissioner of College Education, A.P initiated the process of automation of Libraries of Government Degree Colleges in collaboration with INFLIBNET, Gujarat in 2005. In this connection, SOUL (Software for University Library) ver 1.0 was issued this college with which Library was updated. This software provides UNICODE based multilingual support for Indian and foreign languages.

Next Library automation was installed soul - 1.0 version and 2.0 version installations is under progress. In addition to the various resources, Library as Learning Resource Centre hosts a magazine lounge and a Browsing Center. Finally, Library was transformed such as it provides Digital services. There are also multiple study rooms where students meet for group discussions. The Library is fully Wi-Fi enabled.

Readership: The library is being used by the students and faculty. The Library will be kept open on all working days between 9:30 AM and 05:30 PM. Currently, the Library is catering to the needs of more than 100 students, teaching and non-teaching staff on a daily basis.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://scimgdctanuku.ac.in/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e- A. Any 4 or more of the above

books Databases Remote access toe-resources

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

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

0.4107

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

100

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Classrooms:

The college is having 19 classrooms for instructional work which

are spacious and well ventilated. One virtual class room is earmarked for Teaching and Learning in ICT mode facilitating interaction of our college students with the students of other institutions and with the peers of other institutions across the state. Further it is to utilize for the telecast of lessons from this class room to the needy across the state. It also provides access to expertise of teachers from other Colleges on curricular inputs/lessons.

Of these 19 class rooms, 9 equipped with LCD projector facility, 3 digital class rooms whose equipment was sponsored by RUSA, one virtual class room whose equipment was sponsored by RUSA, 2 equipped with smart class room facility whose equipment sponsored by APSSDC.

All digital/virtual/smart/other ICT enabled class rooms are supported by:

1. Server HPE 56ML 350G9
2. Numeric 7.5 Kva online UPS
3. Numeric 3 Kva online UPS
4. 24-port Gigabit Fast Ethernet Web managed L2 Switch
5. Wireless Access Point
6. Home UPS 10 Kva sponsored by UGC-additional assistance-XIth plan

Computing equipment:

The college is enabled with the equipment of 84 computing systems. Of which, 30 laptops were sponsored by APSSDC, 3 laptops were sponsored by RUSA for three digital class rooms, one system was sponsored by UGC for IQAC under XIth plan. Jawahar knowledge Centre was established for the purpose of placements cum English language lab which was equipped with 30 computing systems, one Dell Server, one 15Kva online UPS which were sponsored by Commissioner of Collegiate Education, Government of Andhra Pradesh. The computer lab is equipped with 20 computers which were sponsored by UGC under additional assistance, XIth plan. The college is connected to the Internet with Four 50 Mbps connections provided by Excel Broadband, One 100 Mbps connection provided by Excel Broadband, One 10 Mbps connection provided by AP Fibernet. The college is also Wi-Fi enabled with the above mentioned Internet connections. Integrated Attendance Management System equipment i.e. biometric machines supplied by iConma Pvt. Ltd. Sponsored by RUSA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructurefacilities

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

3.1 lakhs

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

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

The Government Degree College, Tanuku has well established systems for maintaining and utilizing physical, academic and support facilities, standard operating procedures for maintenance of infrastructural support facilities.

The institution has well prepared academic policy with the aim to outline the college approach to the provisions of programs and the student cohorts, for which they have been developed, covering various academic facilities available in the college.

Physical facilities include infrastructure, buildings, furniture and fittings are being maintained properly and the respective matters are being monitored by a campus maintenance committee headed by a coordinator. Periodical check ensures proper maintenance and utilization of physical facilities.

Laboratories: Labs are maintained by lab assistants. The stocks and records of all laboratories are maintained by concerned store keeper, under the supervision of department in charge and superintendent. Department wise annual stock verification is done every year. Calibration and modernization of equipment updating wherever required are attended to by the professional agency.

Library:As per the policy document, the Learning Resource Centre is managed by a staff member, i.e. Librarian. The Librarian

ensures best maintenance and utilization of Library infrastructure. The measures undertaken for the maintenance of furniture, equipment, computers and books in the LRC include Regular maintenance of Stock Room, Book Bank Section, Journals and Magazines Section, Competitive Examination Reference Library (CERL) and Digital Library as well as regular updating and physical verification, firewall protection to computers, updating internet connectivity and minor repairs/major repairs or replacements as per demand.

Physical Education: Maintenance and utilization of Sports and games equipment, courts are looked after by the in-charge Physical education department with some assistants. Provision is made for the periodic purchase of new equipment.

Classrooms: Maintenance and utilization of Classrooms is entrusted to proctors/in charges identified for the purpose. They are kept clean for usage by proper maintenance. Voluntarily students of respective classes participate in cleaning activities in accordance with the spirit of Swatch Bharath. Subordinate staff, night watchman and part time contingent workers are in-charges for overall maintenance of cleanliness, discipline and repairs. NSS units work hard in establishing hygiene in the campus.

Computers and IT infrastructure: IT policy in the college ensures the optimal maintenance and utilization of IT infrastructure for the benefit of students. It looks after the up gradation of systems and software, maintenance of equipment and disposal of e-waste.

Furniture: Physical verification of the furniture is being done at the end of each academic year. A regular lecturer is kept in-charge of the furniture and infrastructure of the college expenditure required for maintenance of damaged furniture. The college based on the strength of staff council resolution sanctions the amount and assigns the responsibility to the

maintenance committee and office, and they will fix the issue through the established procedure.

Water works, electrical, plumbing work: Damaged works of the campus will be repaired in the order priority as per procedure

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/policiesandprocedures

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

608

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

A. All of the above

File Description	Documents
Link to institutional website	http://scimgdctanuku.ac.in/images/skill%20enhancement%20initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

136

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

136

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

23

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

SCIM Govt Degree College Students Council represents the Student Union. From each class, two students (one from men and one from women), with leadership qualities are elected/nominated as the class representatives. The student council includes all the class representatives as members who play a vital role in academic, administrative and social activities of the college. It ensures the academic and administrative transparency between students and college administration. Student members are involved in some more committies like 1) College Planning and Development Council (A few parents of students are also members) 2) Internal Quality Assurance Cell 3) Red Ribbon Club 4) Women Empowerment Cell 5) Anti Ragging Committee 6) Special Fee Committee 7) Fine Arts Association 8) Sports Club 9) Eco Club 10) Science Association 11) Library Committee.

The students council acts as backbone in implementing academic activities of the college, particularly in the smooth conduct of seminars, conferences and workshops. Also, the students council helps the college administration during the delivery of a message by a class teacher or principal to the students. Moreover, the students council helps a lot in the smooth conduct of blood donation camps, rallies, job drives, youth festivals, remedial classes, special classes etc. Almost in all activities of administrative, curricular, co-curricular, extra-curricular and extension committees, the participation of students is made mandatory by making them members and participants.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/committees
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

This institution (S.C.I.M Government Degree College) came into Existence with the generosity of Sri Chitturi Indraiah Garu (Late) in West Godavari District in 1968. Since then the college produced several graduates of which many of them were Writers, Artists, Thinkers, administrators, scientists, Engineers and Doctors etc., settled globally and serving the nation. This college has been permitted to have an exclusive body called ALUMNI Association (Old students Association) as per the guidelines of Government of A.P which comprises old students who are Industrialists, Business persons, Philanthropists, Scientists, Doctors Academicians. The Alumni Association is primarily constituted to Academic / Administrative / Infra structural / Co-Curricular activities in the institution with those who are interested in giving back to the alumni body (by statute) is authorized to mobilize resources (money, mater good will, books, technological gadgets etc.,) and utilize them for the development of the institution. Alumni association meetings are held and they actively contribute to developmental activities. They provide valuable feedback on various issues related to curricular, extra-cu curricular and disciplinary activities. They participate in nation- through strengthening the college where they started exploring the help to rebuild, resurrect and modernize the mother institution Sri Chitturi Indraiah memorial Government Degree College. The stakeholders who have made the best talents and occupied a place of pre-eminence in the society have been supporting and giving co-operation to the college. In short, the college creates history through Alumni. The college offers a pleasant environment and good educational ambience for the students aiming both personal and

intellectual growth of the students. The aim and objectives of Association are 1. To maintain records of all ex-students of the college. 2. To foster and promote feelings of friendship among the existing and ex-students of the college. 3. To provide a forum for the exchange of ideas on social and academic issues. 4. To initiate any enterprise pertaining to the promotion of the best interests of the college. 5. To establish scholarship support to the outstanding students belonging to various disciplines of the college. 6. To let the alumni acknowledge gratitude to their Alma Mater. 7. To establish placement support for students of the college. 8. To arrange a programme in association with social and charitable institutions. 9. To conduct academic meets conferences, workshops, seminars for the members on various subjects. objectives will be decided by the majority at the Annual general meeting. The Association was committed to connect alumni with the institution, as well as support through a variety of events, and mentor ship programs. SCIM (Alumni Association) plays a significant role in promoting education, encouraging the students so as to reach the heights of success. Also, SCIM Alumni Association plays an important role by giving their valuable feedback in different dimensions from time to time and assisting the college financially if needed to strengthen the college.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/alumni
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Response:

Vision:

- To transform the College into a Multi-faculty Model College offering courses with curriculum incorporated with multiple skills with practical training at affordable cost to the downtrodden sections of the society, bringing out their hidden talents and making them globally preferred
- To transform the students of the rural areas into strong and capable citizens by augmenting skilled based education, research inculcation and human abilities by making the modern technology familiar to them through value added quality education for overall development.

Mission:

- To meet the challenges which were aroused due to post pandemic Covid-19 circumstances by implementing blended mode of teaching learning process.
- To implement CBCS curriculum with true spirit by giving a spectrum of subjects as electives to the students to choose according to their interest and wish.
- To organize vibrant co-curricular, extra-curricular and extension activities to broaden the student's curricular and intellectual arena.
- To strengthen the practice of student-mentor system to make this wardship as one of the best practices so as to address all grievances of the students in a transparent way.
- To celebrate days of national and regional importance to ignite a sense of reverences among the students towards nation.

The Principal serves as the head of the institution and works in accordance with the regulations of the Commissioner of Collegiate Education. The Staff Council, with Principal as its chairperson and the Faculty of all departments as its members, play a key role in the planning and implementation of Academic and Administrative Plans.

Academic Coordinator, IQAC Coordinator, besides Senior Administrative Staff partake in the decision making process of various bodies of the College. Senior faculty members act as Conveners/Coordinators in all the academic and administrative bodies and other faculty as members.

The Principal conducts periodical meetings in consonance with Academic Coordinator, IQAC Coordinator and Staff Council to review the progress of the college in all aspects and resolving hindrances, if any, in implementing the plans. Through these meetings various measures are taken to direct the College towards academic pre-eminence. The IQAC Coordinator and Academic Coordinator of the college review the progress of academic activities and also identify hindrances in orchestrating any programme.

Conveners of various Committees contribute to the planning, implementation and improvement of curricular, co-curricular and extra-curricular aspects of the college all through academic year.

The College Planning and Development Committee (CPDC) had been created as a mechanism for mobilizing public contribution. It is headed by Principal as Chairperson and has parents, educationists, senior faculty members, alumni, industrialists, doctors, businessman and students as members.

Infrastructural facilities are being upgraded from time to time by duly utilizing the UGC grants, RUSA funds and Special Fee funds. For every semester feedback is being collected from the students about the performance of the teaching staff.

Student learning is enhanced through MOUs, expert lectures, workshops, research and consultancy. Salaries are paid as per the State Government and UGC norms in force from time to time. UGC guidelines regarding the minimum qualification for lecturer recruitment are adhered to short term goals and long term goals for the institution are set in tune to the vision and mission of the college. Organization structure of the college helps in identifying the various levels of authority and responsibility positions. It helps in effective communication along the hierarchy.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/VisionandMission
Upload any additional information	View File

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

Response:

As the heading clearly interpolates the fact , it is desired and mandatory for every higher educational Institution to decentralize the power of taking crucial decision of policy making and involving every functionary right from the principal to the stakeholder in the institution , under participative management, to achieve the desired result of administrative and academic transparency which naturally leads to freedom , equality and justice to every student in the institution.

Exactly at this juncture our college meticulously plans and leaves no stone un turned while making the concept "STUDENT FIRST a reality. The involvement and whole hearted cooperation of everyone in the college ,in sharing the responsibility of decision making builds the integrity and harmony of the college .College as a whole comprises more than 30 committees as follows. CPDC(College Planning and Development Committee),IQAC,JKC-Placement Cell

Students Union, All Examinations, Career Guidance Cell, campus maintenance committee, Language, Literature Cultural Association, Telugu Bhasha Samiti, Humanities Social Sciences Association, Science Association, Commerce Association, UGC Committee, Athletics Association, Magazine Calendar Committee, Women Empowerment Cell, AV E Association, Attendance Committee, Special Fee Addl. Spl. Fee (Restructured) Committee, Welfare Scholarships and Other Student Support Schemes Committee, Time Table Committee, NSS Activities Advisory Committee, Library Activities and Advisory Committee, MANA TV - Coordination Committee, Consumer Club, ECO - Club, Red-Ribbon Club Youth Red Cross, College Central Purchases Committee, Academic Audit Committee, Discipline Committee, Grievances Redressal Committee, PG Courses Committee, Anti Ragging Committee,etc.

The above committees involve everyone in the college as per his capability, expertise and interest .Students inclusion (not less than two in each every committee) was mandatory . Though some of the committees are at principal level

, some at faculty level, some at nonteaching level, the rest at student level , each and every decision was taken collectively , aiming at the bottom line ie the welfare and all round development of the prime stakeholder. As a result of freedom and participation

of several functionaries in the institution especially students that permits and allows students to speak to Management regarding their grievances without any hesitation. In this aspect Principal and faculty members, administrative staff of the college felt very happy in answering and arranging the requirements to the students. Also the principal invites student organisations to examine the campus in a critical way about the educational ambiance, as external participative management and treating that crucial audit/ check point. Even prior to the entry of the leaders from outside, the nominated /elected student representatives of every class were given the freehand in complaining directly to the principal about any pending and unsolved issues ,related to amenities, fixation of examination dates, wearing uniform etc. Staff members and principal solve all the issues raised, and invite such type of interaction with students. Besides the Institution has CPDC (COLLEGE PLANNING AND DEVELOPMENT COUNCIL) consisting of prominent personalities of the town, educationists, alumni, senior faculty members and students in order to participate in Administration ,Management and Developmental activities.For illustration, the roles of committees are given hereunder.

Committee- Role

Internal Quality Assurance Cell - Institutionalisation of quality, data maintenance, submission of AQAR, Internal Audit, prepare for accreditation.

Examination Cell - Examination related activities

Special Fee Committee - Appropriate utilisation of special fees.

Women Empowerment Cell - Address to women related issues and conduct awareness programmes, short term skill training for girls.

JKC Committee - Train students in employable and other life skills. Organise drives on/and provide opportunities for placement.

Case study:

Scholarships Committee:

Vice-Principal of the college acts as the Convenor of Welfare Scholarships and other student support schemes committee. The main responsibility of the committee is to ensure the timely and fair disposition of scholarship funds. Each student seeking financial aid should submit an application to Government of Andhra Pradesh through college. The Post Matric Scholarship scheme in Andhra Pradesh is implemented through Jnanabhumi a complete digital and paperless platform from the year 2017. Nearly 90% of students apply for different types of scholarships. Some students are also getting National Merit Scholarship from Government of India. 75% aggregate attendance is mandatory for the applicant to get a scholarship. Amount released by the Government was scrutinized by college scholarship committee and based on student's attendance the scholarship amount was directly credited to students bank accounts.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/institutionleadershippractices
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

Every year perspective plans are evolved and deployed through action plans, academic and administrative activities and time to time review of respective outcomes to ensure the attainment of strategic plan. At every level there will be an effective monitoring and documentation. The perspective plan for development comprises the following:

- To achieve excellence in academics, teaching and learning
- To foster/facilitate a student centric development
- To provide better infrastructural facilities
- To enhance the social relevance of the institution

- To identify sources and mobilize funds
- To complete the automation process and achieving a paperless office administration.
- To empower the students through information, guidance, training and support services.
- To enhance the students' domain knowledge and soft skills through Jawahar Knowledge Centre (JKC).

Keeping in mind these goals, Departments developed their own strategic plans. To facilitate the process, faculty members from each Department/units visited premier institutions across the state and identified best practices followed in those institutions. This exercise not only proved to be an eye opener to the strengths of the College but also pointed out areas where the Institution could improve in order to become a premier educational Institution in the state. This planning programme, has enabled the College to get ISO certification.

The institution promotes the culture of participative management by involving the teaching staff, non-teaching staff, students and other associates in decision making at various levels. The principal, as the head of the college monitors the day to day functionality of the college, co-ordinates all the departments in executing the plans with respect to the curricular and co-curricular activities. The Class counsellor system is in practice to develop good relation between student and teacher about their academics and other issues.

Successfully implemented activity:

- Implementation of new courses:

The college implemented new courses like B.SC MECS, B.Com Computers, B.Com Taxation and accounting in the year 2020-21. M.Com course admissions were also started in this academic year. Ours is the only Non-autonomous college in the University which is offering B.Com Taxation and Accounting course. As ID college of the District our college always tries to introduce new courses which enhances knowledge and employability skills which is part of our Vision and Mission.

- Blended Mode of learning:

In view of Covid pandemic our college opted for blended mode of learning. Training classes were conducted to staff by our college along with APCCE on usage of various online teaching platforms like Cisco Webex, OBS etc., Our college also conducted two National webinars in this year one of which is related to Usage of ICT tools. No regular academic activity was disturbed and our staff and students tried hard and achieved satisfactory results in exams compared to previous year. In fact, this institution delivered a complete online teaching learning during lockdown period. Apart from regular academic activities we encouraged our students to participate in some online training programs like Spoken Tutorial in collaboration of Commissionerate of Collegiate Education, A.P with IIT Bombay and Cisco Networking Academy

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://scimgdctanuku.ac.in/institutionalstrategicplan
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

6.2.2 The functioning of institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

The Commissionerate of Collegiate Education is the Departmental Head Office for Collegiate Education in the State. The Department of Collegiate Education is under control of the Department of Higher Education at the State Government level. The Principal is the Chief Executive Officer of the college for all the administrative, academic and financial matters. He plans and supervises the execution of the academic activities of the teaching faculty as well as the administrative work of the non-teaching staff. The Vice-Principal and the Superintendent assist the Principal in managing academics and administration related tasks respectively. Various Committees and in-charges of departments and Senior Assistant in association with office staff execute policies.

College Planning and Development Council (CPDC) Functions:

- Prepares comprehensive development plan of the college.
- Recommends the introduction of new academic courses and self-financing courses.
- Encourages academic collaborations, use of ICT in teaching

and learning and Promotion of research activities among staff and students.

- Recommends the welfare measures for students' and employees in the college
- Admission process is reviewed and adherence to the statutory norms is ensured.

Internal Quality Assurance Cell (IQAC): Functions

- Institutionalization of quality for conscious and consistent overall improvement of the institution.
- Develop mechanisms and procedures for ensuring timely, effective and progressive performance of academic and administrative activities.
- Use of pedagogical methods of teaching, learning and evaluation.
- Disseminate information on quality parameters for higher education.
- Organization of seminars, workshops on quality themes.
- Prepare perspective plan of the institution.
- Prepare Annual Quality Assurance Report of the institution.
- To conduct internal audit and recommend corrective measures for identified deviations.
- To prepare the college for assessment and accreditation by external agencies.

Service Rules and Regulations:

The service rules, procedures, recruitment and promotion in respect of staff are in accordance with the rules and regulations of Government of Andhra Pradesh and protocols prescribed by the UGC, State Government and Commissioner of Collegiate Education rules and guidelines.

Grievance Redressal Mechanism:

Grievances Committee headed by the Vice-Principal of the college caters to issues relating to teaching and non-teaching staff. The committee in co-ordination with the Principal ensures timely action on Service rules, promotional policies as well as temporary teachers recruitment notifications. Student grievances are conveyed through Class Counselors or Class Representatives or IQAC or complaint box and redressed by the intervention of the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/institutional
Link to Organogram of the Institution webpage	http://scimgdctanuku.ac.in/organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Since SCIM Government college is a Government college, the welfare measures for teaching and non-teaching staff are being facilitated/given and looked after by the Andhra Pradesh State Government with following provisions as Rules and Regulations.

List of existing Welfare Measures for Teaching Staff:

- Group Insurance Scheme (GIS)
- Pension to employees recruited before September 2004
- Contributory Pension to employees recruited after September 2004
- Andhra Pradesh Government Life Insurance
- Employee Health Scheme (EHS)
- Medical Reimbursement
- Leave Travelling Concession (LTC)
- Encashment of Earned Leave
- Half pay leave
- Home Loan
- GPF Loan
- Medical Leave
- Gratuity
- Special Casual leave for Women
- Child care leave
- Maternity leave
- Paternity leave
- Appointment of Descendants into the service of Deceased Employee on Compassionate Grounds.

List of existing Welfare Measures for Non- Teaching Staff:

- Festival Advance
 - Education Loan
 - Group Insurance Scheme (GIS)
 - Pension to employees recruited before September 2004
 - Contributory Pension to employees recruited after September 2004
 - Andhra Pradesh Government Life Insurance
 - Employee Health Scheme(EHS)
 - Medical Reimbursement
 - Leave Travelling Concession (LTC)
 - Encashment of Earned Leave
 - Half pay leave
 - Home Loan
 - GPF Loan
 - Medical Leave
 - Gratuity
 - Child care leave
 - Maternity leave
 - Paternity leave
-
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- Leave Travelling Concession (LTC)
- Encashment of Earned Leave
- Half pay leave

- Home Loan
 - GPF Loan
 - Medical Leave
 - Gratuity
 - Special Casual leave for Women
 - Child care leave
 - Maternity leave
 - Paternity leave
- List of existing Welfare Measures for Non- Teaching Staff:
- Festival Advance
 - Education Loan
 - Group Insurance Scheme (GIS)
 - Pension to employees recruited before September 2004
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 - Andhra Pradesh Government Life Insurance
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 - Half pay leave
 - Home Loan
 - GPF Loan
 - Medical Leave
 - Gratuity
 - Child care leave
 - Maternity leave
 - Paternity leave

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/welfaremeasures
Upload any additional information	View File

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

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

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

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

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

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has Performance Appraisal System for teaching and non-teaching staff separately.

Teaching staff:

Based on the self-appraisal, APIs are submitted in the UGC prescribed format and Annual Self-Appraisal Report (ASAR) for the College Teachers (As per G.O. Ms. No. 14 Higher Education (UE) Department, Govt. A.P. Dated; 13-02-2019) by each staff member to IQAC at the end of the academic year. These formats are reviewed by the IQAC and the scores are allotted by the Principal based on the evidences and then submitted to the Commissioner of Collegiate Education.

Functioning Status of the Performance Appraisal:

Performance Appraisal of the teaching staff is made through Annual Self-Appraisal Report (ASAR). ASAR includes two categories

CATEGORY I: TEACHING (includes Lectures, Practicals, Tutorials and other teaching related Activities)

CATEGORY II: ACTIVITIES (Involvement in the College Students related Activities/ Research Activities)

IQAC recommends the teaching staff to prepare ASAR as mentioned above and submit at the end of academic year. IQAC scrutinizes and

awards grades of each lecturer and submit to the Principal for awarding grades based on the performance in category I and category II.

Overall Grading Criteria:

Good: Good in Teaching (Category-I) and Good or Satisfactory in Activity (Category-II)

Satisfactory: Satisfactory in Teaching (Category-I) and Good or Satisfactory in Activity (Category-II).

Not Satisfactory: If neither Good nor Satisfactory in overall grading.

The Performance Appraisal Reports of the teaching staff are submitted to the Office of the CCE at the end of every academic year. The State Teacher Awards are awarded based on the grades of the teachers. These grades are considered for Career Advancement Scheme. Points are allotted to teaching staff based on these grades during transfers.

Non-teaching staff:

The principal is authorized to maintain confidential reports of Non-teaching staff of the institution and produce at the time of their promotions to whatever higher cadre up to Senior Assistant and also during counseling for transfers.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/asar
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college has both internal and external audit mechanism. The college being a Government institution carries out financial transactions as per the guidelines of state government, University

Grants Commission and the other funding Agencies. The accounts of the College are audited annually by the AG Audit of the Government of India. There are no major audit objections.

However, every month the accounts are reconciled with Treasury figures. If there are any deviations the mistakes are rectified immediately. The expenditure regarding salary bills, students strength, admission process, leave on duty register, purchase process, utilization of special fee, tuition fee etc., will be examined.

After the completion of financial year, the Utilization of UGC funds, Special Fee funds are audited by audit team from Commissioner of Collegiate Education. The government funds are audited by the team from the office of the Accountant General of Andhra Pradesh. At the end of every year the financial statements get audited by local auditor.

The Government of Andhra Pradesh has framed the audit mechanism for all the Government educational institutions. The Accountant General, AP, is the external auditor for the government institutions and audit team of the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education shall perform the internal audits periodically.

Apart from the above mechanism, the Principal of the college shall constitute the internal academic and administrative audit team to check the accuracy and transparency of the various internal Departments/sections/accounts yearly. The funds released from the various external bodies such as UGC, DST etc., shall be audited by the Chartered Accountant hired by the institution. The respective bodies shall perform the audit for the funds utilized upon the receipt of the audited utilization certificates, Income and Expenditure statements and bills.

If any discrepancy/objection is raised by the external bodies/audit parties during the external audits and internal audits performed by the Commissionerate of Collegiate Education, they will send a report/letter to the institution. Accordingly, the principal will submit the required data to the respective departments for waiver of the concerned objections. If the audit parties are not satisfied with the information provided for the objections, the funds will be recovered from the respective Institution/Principal or the Person responsible and also recommended for suitable disciplinary action.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/auditreports
Upload any additional information	View File

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

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

2.121

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

SCIM Government Degree & PG College Tanuku takes every possible effort towards resource mobilization and generating funds beyond the salary grant received from the Government of Andhra Pradesh, and revenue generated from the self financed stream. As a socially concerned non-profit institution, catering to the needs of various cross sections of the society, the College has a conscious policy of keeping the student fee affordable. The College constantly scouts for opportunities to receive grants and financial assistance from various Government Agencies such as RUSA, the UGC general assistance, DBT. The institution imparts its best attention as much to the mobilization of funds as to their proper utilization for achieving quality and excellence. The needs are assessed based on the strategic plans for short and long term requirements. The source to be tapped will be finalized based on the nature of requirement after thorough deliberations with appropriate bodies.

The institution invests its best efforts to mobilize both the internal and external resources. These resources are utilized

solely for the purpose for which they are granted and records are maintained to that effect. The Utilization Certificates are promptly submitted to the authorities within the deadlines periodically so as to be eligible for future grants.

The college received funds from the following External Sources: State Government Funds,, RUSA (RashtriyaUchchatarShikshaAbhiyan) grants to improve the overall quality of the Institution .

The college received funds from the following Internal Sources: Special Fee, Fee forRestructured Courses, Fee for Self-financed Courses, Fee for Skill Development Courses to pay for the additional expenditure incurred to run the courses.

The college was allocated INR. 3.00 Crores from NIRF of which 2.32 crores are for building & 80 lakhs for equipment.

College not only strives to generate funds from diverse sources without burdening the students, but also makes every effort to make optimal utilization of the funds mobilized by stringent fiscal

Funds received under CPDC (College Planning and Development Council):

- Donations from parents & public collected towards utilization of college grounds by outsiders Credited to CPDC account to incur for the maintenance of the campus and remunerations to the contingency staff.
- Donations received from the Alumni and the Philanthropists.

Proper Utilization of Resources:

1. Departments present their requirements in terms of physical infrastructure, laboratory equipment's, chemicals and human

resources at the year end to the Principal. The committees and clubs present their needs based on the planned activities for the ensuing academic year and budget allocations are made for the same.

2. The finance committee comprising the Principal and senior faculty members screens the proposals and prioritizes them as per the needs and makes recommendations.
3. The Academic Cell of our college monitors the autonomous grants to the departments as per the norms.
4. Infrastructure expansion/maintenance/repairs is planned for and budgeted.
5. Budget allocation is made for AMC/maintenance of equipment.
6. The departments and committees present their accounts at the end of the year for the amount spent.
7. Periodical internal and external audits ensure proper auditing and transparency.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/resources
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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

Response

IQAC the advisory and evaluative body was instituted in the year 2007, as per guidance, with an aim to enhance quality. During the assessment period the IQAC was successful in implementing and introducing several curricular, co-curricular and extra-curricular activities. One of the major activities of IQAC is the implementation of CBCS for UG programmes.

The institution would like to highlight the following activities of the IQAC:

1. Participation in NIRF
2. Submit data every year to AISCHE

3. Submit data APSCHE
4. Submitted AQAR regularly
5. The college has been assessed and found to be in accordance with the requirements of the quality standards ISO 9001 : 2015 for providing educational services.
6. The college has been assessed and found to be in accordance with the requirements of the environmental standards ISO 14001 : 2015 for implementation of Greenery and Environmental Promotion Activities.
7. The college has been assessed and found to be in accordance with the requirements of the environmental standards ISO 50001 : 2011 for the implementation of Energy Saving Practices.
8. Improved teaching-learning and evaluation process by adopting blended mode of

Teaching

1. Effective delivery of curriculum and enhanced usage of ICT tools
2. Enhanced research activities and publication of research articles
3. Introducing more new groups MECs, M.Com, B.Com (T&A)
4. Organising seminars/workshops/Conferences and endowment lecture series
5. Fulltime online classes
6. Appraised teaching standards through ASAR/AADPI
7. Organizing staff training programmes
8. Integrated curricular and co-curricular activities such as special lectures and

interactions with academic forerunners

The IQAC has initiated various quality enhancement measures and institutionalized them to ensure their sustainability. Three sample practices institutionalized by IQAC are narrated below

Smart campus :

IQAC initiated the slogan 'Smart campus' and number of measures have been initiated to realize this dream. The College uniform and ID card system have been introduced both as a disciplinary measure and also to confer the honour of the student's belongingness to this prestigious College. The Campus is Wi-Fi enabled with AP Fiber Grid connectivity of bandwidths of 10 Mbps and 100 Mbps to support digital classrooms & virtual classrooms and EXCEL Media connectivity of 100 Mbps (computer lab), 50 Mbps (Physics for Biometric attendance), 50 Mbps (Commerce for Biometric attendance), 50 Mbps (JKC), 50 Mbps (Office). The IQAC has initiated massive Digitalization campaign in academics and administration. As part of it, 3 Digital Classrooms, 1 Virtual Classrooms and some classrooms have been provided with ICT based. The campus is under LAN and having internet facility. The office, the LRC and the Examination Section have been automated. The teaching and non-teaching faculty is deputed to digital training programs to enhance their competence. Curriculum is smartened with the introduction of Certificate /market oriented and Skill Development Programs.

Enhanced ICT facilities :

To meet the growing need of global knowledge requirement the institution motivated the faculty to adopt ICT enabled teaching methodology. Teachers and support staff are encouraged to participate in ICT training and Orientation programmes. Computer Science department arranged special talks and lectures on various topics to equip the students and the faculty about the innovations and paradigm shifts in their respective fields.

Swatch College :

To strengthen the mission of 'Swatch College' the IQAC has initiated a number of eco-friendly measures. Grid tied Solar power plant has been installed with a capacity to generate 5000 KWPH per annum which slashed power bills by 5%. The conventional electrical bulbs have been replaced with LED bulbs to save energy. Botanical Gardens, Herbal Medicinal plants and Green house have been developed. Vermi-Compost Unit has been started to recycle the solid and wet wastes in the college. The College observes every

last day of the month as a 'Motor Vehicle Free Day'.
Vanamahotsava practised every year in June with student volunteers to undertake plantation and maintenance of gardens.

FIT INDIA Movement :

FIT INDIA Movement was launched on 29th August, 2019 by Honourable Prime Minister with a view to make fitness an integral part of daily lives. The mission of the Movement is to bring about behavior changes and move towards a more physically active lifestyle. Towards achieving this mission, Fit India proposes to undertake various initiatives and conduct events to achieve the following objectives:

- To promote fitness as easy, fun and free.
- To spread awareness on fitness and various physical activities that promote fitness through focused campaigns.
- To encourage indigenous sports.
- To make fitness reach every school, college/university, panchayat/village, etc.
- To create a platform for citizens of India to share information, drive awareness and encourage sharing of personal fitness stories

Our college has taken it on a prestigious way to implement FIT India movement to our college students through programmes like Yoga Day celebrations, Health Awareness programmes etc.,

Promotion of Research Culture :

As a third quality initiative, the IQAC has undertaken to promote Research Culture among the staff and students.

- The teaching staff is encouraged to conduct & participate in seminars, workshops
- MOU linkages & collaborations are encouraged
- Webinars on ICT
- Research culture is inculcated at the student level as student study projects in cluster paper for 100 marks
- Students collaborate with faculty to submit research papers at seminars and workshops. The Innovation and Incubation Centre has been set to promote research attitude among students.

- All faculty qualified NET/APSET
- Major number of faculty registered in Ph.D

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/iqac
Upload any additional information	View File

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

Response

IQAC of the college periodically reviews teaching learning process, its structures and methodologies of operations and learning outcomes. The IQAC undertakes a periodical review of teaching-learning activities such as the preparation Department activities, Annual Academic Plans, Teaching Diaries, Teaching Notes, Bridge Courses, Remedial Programs, implementation of ICT based pedagogical methods etc. A few sample IQAC initiatives are given below.

In the beginning of the academic year, the IQAC reviews the work load based on the sanctioned strength of students and recommends the Principal to appoint the required number of temporary or Contract Faculty to facilitate smooth running of classes. To facilitate student centric methods in teaching and learning, the Curricular Plans are designed to outline the pedagogy methods combined with curricular, co-curricular and extracurricular activities. With a view to revamp the existing lecture method, the IQAC held a series of meetings with senior faculty and pedagogy experts to devise a number of student centric pedagogy tools such as PPTs, AV aids, Group Discussions, games, Projects, Classroom seminars, interviews, role plays, surveys etc. to revitalize the teaching-learning scenario.

Academic Infrastructure in the college has been strengthened to

create a congenial academic ambiance for teaching and learning. A great number of ICT classrooms, virtual classrooms and digital classrooms were established.

In view of COVID-19 the teaching learning process delivered through complete online teaching mode by purchasing Google workspace. After the lockdown a partial offline and partial online i.e., blended mode o teaching learning process was adopted.

Hands on experience' is provided to students through Internships, Project works, Field Trips and Summer Research Projects. Inter and intra institutional Seminars, workshops and symposia are organized to supplement the teaching learning activity. The faculty is deputed On Duty to participate in Orientation and Refresher courses, Seminars and workshops or any Skill Development Program. Teaching-learning is also strengthened by introduction of Certificate Courses, Foundation Courses, and Skill Development Courses and Value Education programs. Based on these feedbacks various innovative activities and reforms were introduced.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/iqac
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://scimgdctanuku.ac.in/igac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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7.1 - Institutional Values and Social Responsibilities

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

Response:

Specific facilities provided for women in terms of:

- a) Safety and security
- b) Counselling
- c) Common Rooms
- d) Day care centre for young children
- e) Any other relevant information

a) Safety and security: One among the many reasons for parents to choose a college for their girls is safety and security. The institute has internal arrangement for women safety and security. The institute has constituent bodies like Women Empowerment Cell, Anti-ragging Cell, Prevention of sexual harassment Committee, Student Redressal Cell and Discipline Committee. Internal complaints committee also ensures the safety of women staff .

Closed circuit cameras are installed. Since this institute is situated by the main road of the city, transport facility is very accessible. Students can be picked up and dropped at the main gate of the college.

b) Counselling: Any issue which makes inconvenient to the girls as well as the women faculty in the campus can be dealt with Women Empowerment Cell and Prevention of sexual harassment Committee. The majority students of this college come from different social sections and different family back grounds. Some students have really lack of family support particularly in terms of personal and academic matters. Women Empowerment Cell and Prevention of sexual harassment Committee and grievance and redressal Cell address all major problems faced by girls and women. The ward & mentor system addresses all individual issues and counsel them individually as well as group counselling. An online system was established to receive grievances from the students.

c) Day care centre for young children: College provides facility allotting an individual room with required provisions like lights, fans, ventilation and hooks for cradles, portable gas stoves for heating milk for feeding mothers from the staff to take care of the respective children.

d) Common Rooms: Common rooms are available with facilities like ladies waiting hall with dining facilities, Napkin vending machine, drinking water and rest rooms. The room of women empowerment cell also serves as common room for lady staff.

e) Any other relevant information: An additional 5 day special casual leave is given to lady staff as per Government provision. Apart from this several activities have been conducted to promote the gender equity. For example a martial art training programme was organised to learn self protection techniques. Awareness programmes like arranging extension lectures by prominent people on gender discrimination, juvenile justice act 2015 women commission, cyber crimes, personality development, health and hygiene, anti-ragging, POSCO act, domestic violence act, prevention of dowry act. Apart from this mobile teams are arranged in the campus to look after the safety and security of girl students in the working times. Further ward mentor system ensures the safety and security of girl students in all aspects.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution maintains eco-friendly environment including shade yielding trees and properly monitored by gardening worker, sweepers and NSS units by implementing effective waste management. The students and faculties were also actively involved by knowing their perspective about the waste management techniques in the campus through activities like Swachh Bharat.

Dustbins for dry and wet solid waste are placed separately in every classroom, laboratory, rest room, staff room and office. The wet waste is being turned into bio fertilizer pits. With the help of municipality sanitary workers, large quantities of garbage transport to far-off dumps.

Students are made aware of consequences of drinking water waste. Waste water from the taps is discharged to garden and trees. The drainage system and underground sewage pipeline is discharged liquid waste out of the institute through municipal drainage system. Other liquid waste from toilets etc., are

discharged underground septic tanks.

This institution doesn't offer any medical and para medical courses. However, waste produced during lab activities in physics, chemistry and life sciences are disposed in a way that they never be a problem to the environment. E.waste is being managed through open auction. A pond is established for harvesting of rain water. The hazardous and chemical waste is properly organised by the assistance of labs.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://scimgdctanuku.ac.in/solidwastemanagement
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The institution organizes and conducted some activities in campus as well as surrounding areas of the college to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. In this regard college adopted different kinds of policies like non-discrimination policy , ethics policy etc. to ensure inclusive and tolerance atmosphere in the campus. The internal compliance committee, ward mentor system, women empowerment cell, NSS etc help in maintaining hamony among the students. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. The institution celebrates the cultural and regional festivals, like Independence day, Republic Day, Birth and death anniversaries of National and International Leaders and important persons, New-year's day, teacher's day, freshers' day and farewell ceremony, induction program to the students, plantation, Women's Day, Yoga Day, NSS and Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Our students also participated as volunteers at temples in festivals fairs, polling booth and even in Lock Down times in COVID 19. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of sports activities for the physical development of the students. Students from a spectrum of diversive sections have been involved in

around 30 administrative committees. The way in which College organizes NSS activities and other cultural and sports events so as to mould the students to adjust and work with all kinds of students with communal social harmony.

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

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

AQAR 2020-21 7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

S.NO	DATE	NAME OF THE ACTIVITY	NAME OF THE DEPARTMENT	LECTURER/STAFF INCHARGE
1	14.06.20	World Blood Donor Day	Red Ribbon Club	T. sony
2	04.07.20	Alluri Sitarama Raju jayanthi	History	Sri Siva Prakash
3	11.07.20	World Population Day	Economics	Sri J. Sujnana Raju
4	15.08.20	Independence Day	College	Principal
5	05.09.20	Teachers Day	All Teachers	Principal
6	16.09.20	Ozone Day(Seminar on Global Warming)	Chemistry &Physics	Sri C. J. N. Rajkumar&Sri P. V. L. Narayana
7	02.10.20	Gandhiji & Lal Bahadur Sastry Birth Anniverasries	College	Dr. M. Srinivasa Prasad
8	04.10.20	Blood Donation Camp	NS Units, Zoology	Sri B. Ravi Kumar & B. Lakshmi & Smt. T. sony
9	17.10.20	Awareness Programme On The Eve Of world Poverty Eradication Day	Economics	J. Srujana Raju
10	31.10.20	National ekta divas	College	Principal
11	11.11.20	National Education Day	English, History & Political Science	Sri R. Ch. Nageswara Rao, Sri V. Siva prakash & Smt. M. R. Rajya Lakshmi
12	14.11.20	Children's day	College	Principal
13	23.11.20	Rally On The Eve Of Communal Harmony Day	NSS	NSS Programme Officers - I & II
14	26.11.20	National Constitutional day	Political Science	Smt. M. Rajya Lakshmi
15	16	28.11.20	Jyothi Bai Phule Jayanthi	History
17	30.11.20	Mahakavi Gurajada Apparao Vardhanthi	Telugu	Smt. Ch. jagadambika
18	02.12.20	World Population Control Day	Chemistry & Physics	Sri C. J. N. Raj Kumar
19	06.12.20	Death Anniversary Of Dr.B.R.Ambedkar &Obituary to Nelson Mandela	History	NS Program Officer - I&II, sri Siva Prakash
20	10.12.20	World Human Rights Day	NSS & History	Sri Siva Prakash
21	06.01.21	Awareness Lecture On Gender Discrimination	Women Empowerment	Smt. B.Lakshmi
22	25.01.21			

National voter's day College Principal 23 26.01.21 Republic Day
 College Principal 24 08.03.21 International Women's Day Women
 Empowerment Smt. B. Lakshmi 25 03.04.21 Awareness Activity
 /Guest Lecture on the Rights Provided by Juvenile Justice Act 2015
 Women Empowerment Smt. B. Lakshmi 26 14.04.21 Dr.B.R.Ambedkar
 Jayanthi History Sri Siva Prakash 27 26.08.21 National Women's
 Equality Day Women Empowerment Smt. B. Lakshmi

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

AQAR 2020 -21

7.1.11 - Institution Celebrates / Organizes National and International Commemorative Days, Events and Festivals.

S.NO

DATE

NAME OF THE ACTIVITY

NAME OF THE DEPARTMENT

LECTURER/STAFF INCHARGE

1

14.06.20

World Blood Donor Day

Red Ribbon Club

T Sony

2

15.08.20

Independence Day

College

Principal

3

29.08.20

Telugu BhashaDinotsavam

Telugu

Smt.Ch.Jagadambika

4

05.09.20

Teachers Day

All Teachers

Principal

5

08.09.20

International Literacy Day

English & Telugu

Sri R.Ch.Nageswararao

6

16.09.20

Ozone Day(Seminar on Global Warming)

Chemistry & Physics

Sri C.J.N.Rajkumar& Sri P.V.L.Narayana

7

24.09.20

NSS Day

NSS Units

Sri B.Ravikmar&B.Lakshmi

8

02.10.20

Gandhiji&LalBahadurSastry Birth Anniverasries

College

Dr.M.Srinivasa Prasad

9

04.10.20

Blood Donation Camp

NSS Units , Zoology

Sri B.Ravikumar&B.Lakshmi&Smt.T.Sony

10

13.10.20

English Language Day

English

Sri R.Ch.Nageswararao

11

16.10.20

World Food Day

Botany &Chemistry &Zoology

N.I.D.Prasad&Sri P.Srinivasa Rao

12

17.10.20

Awareness Programme On The Eve Of world Poverty Eradication Day

Economics

J.Srujana Raju

13

31.10.20

National Integration Day

College

Principal

14

07.11.20

World Population Day

Economics

J.Srujana Raju

15

10.11.20

World Science Day

Botany & Chemistry & Zoology

Sri C.J.N.Kumar

16

11.11.20

National Education Day

English, History & Political Science

Sri R.Ch.Nageswar a Rao & Sri V.SivaPrakash & Smt.M.Rajya lakshmi

17

14.11.20

Childrens Day

College

Principal

14.11.20

National Library Day

Library & Information Science

T.P.V.Sagar

18

21.12 20

Vanamahotsavam

NSS

Sr. B. Ravi Kumar & Smt. B. Lakshmi

19

23.11.20

Rally On The Eve Of Communal Harmony Day

NSS

NSS PROGRAM Officers - I &II

20

26.11.20

Constitutional Day

Political Science &History

Smt.N.Rajya Lakshmi & Sri Siva Prakash

21

28.11.20

Personality Development Counselling

Women Empowerment

Sri. B.Durga Lakshmi

22

28.11.20

Jyothi Bai PhuleJayanthi

History

Sri. Siva prakash

23

30.11.20

MahakaviGurajadaApparaoVardhanthi

Telugu

Smt. Ch. Jagadambika

24

01.12.20

World Aids Day

Micro Biology

Smt.T.Sony

25

02.12.20

World Population Control Day

Chemistry & Physics

Sri C. J. N. Raj kumar

26

06.12.20

Death Anniversary Of Dr.B.R.Ambedkar &Obituary to Nelson Mandela

History

NSS Programme Officer - I&II, Sri. Siva prakash

27

10.12.20

Noble Prize Day

Chemistry

Sri C.J.N.Rajkumar

28

10.12.20

World Human Rights Day

Nss& History

Sri. Siva prakash

29

11.12.20

Women's Equality Day

Women Empowerment

Smt.A.Maruthi Devi Chowdary

30

15.12.20

World Zoonotic Day

Micro Biology

T.Sony

31

22.12.20

National Mathematics Day

Mathematics

Sri G.ChandraSekhar

32

03.01.21

Smt.Savitri Bai PhuleJayanthi

DRC

DRC Coordinator

33

04.01.21

World Braille Day

DRC & English

Sri. R.Ch.Nageswara Rao

34

12.01.21

National Youth Day

Telugu

Smt.Ch. Jagadambika

35

25.01.21

National Voters Day

History

Sri V.Siva Prakash

36

26.01.21

Republic Day

College

Principal

37

20.02.21

AntarjateeyaMatruBhashaDinotsavam

Telugu

Smt. Ch. Jagadambika

38

08.03.21

International Women's Day

Women Empowerment

Smt. B. Durga Lakshmi

39

14.04.21

Dr.B.R.Ambedkar Jayanthi

History

Sri Siva prakash

40

14.06.21

World Blood Donor Day

Red Ribbon Club

Smt.T.Sony

41

06.07.21

World Zoonotic Day

Micro Biology

T.Sony

42

15.08.21

Indapendance Day

College

Principal

43

26.08.21

National Women'S Equality Day

Women Empowerment

Smt.A.Maruti Devi Chowdary

44

29.08.21

Telugu Bhasha Dinotsavam

Telugu

Smt.Ch.Jagadambika

45

05.09.21

Teachers Day

All Teachers

Principal

46

08.09.21

International Literacy Day

English & Telugu

Sri C.J.N.Raj Kumar

47

16.09.21

Ozone Day

Chemistry & Physics

Sri P.V.L.Narayana

48

24.09.21

NSS Day

NSS Units

Dr.O.A.R.Kishore

49

28.09.21

GurramJashuvaJayanthi

Telugu

Smt. Ch. Jagadambika

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice-1

Title of the Practice: Transforming the life style from static to dynamic in accordance with the spirit of "Fit India".

The Context: -

FIT INDIA movement was launched by honourable Prime Minister, Sh. Narendra Modi, on National Sports Day, 29th August, 2019. This movement aims to create motivation among the masses of the country to become fitter through various activities. Considering the fitness is an integral part of our daily lives, we adopt this practice.

Objectives of the practice: -

- To promote fitness to students and teachers.
- To aware local and surrounding people on fitness focused

campaigns.

- To encourage local sports to play students.
- To create flat farm for students and faculty to share information, awareness and encourage sharing of personal fitness stories.
- To create awareness on balanced diet.
- To create awareness on disadvantages of online video games which are not dynamic physically, junk foods, other unhealthy habits.

Practice: -

'A Healthy mind in a healthy body'

Keeping this motto in mind, this institute follows the spirit of Fit India Movement through the following activities.

- Principal made it mandatory that all teaching and administrative staff should spend minimum of one hour time from 4 PM to 5 PM in the ground for walking , jogging, and sports activities.
- Principal made it compulsory that every student must spend at least one hour in the ground actively and made the arrangements accordingly.
- Periodically arrangements are made to make awareness on the necessity to change the life style for both students and staff.
- College Conducts awareness programmes to students our country rich sporting history, including indigenous sports like Chedugudu (Kabaddi), Yoga and martial arts like KALARI PAYAT , MARMA KALARI etc.,
- College allotted sufficient hours for Sports, Extra-Curricular and NSS activities in college time table.
- College provided Sufficient facilitates outdoor activities for physical exercise.
- College provided Open gym, shuttle courts, cricket ground etc.

Obstacles faced / problems encountered: -

- There is no regular Physical Director to monitor these activities.
- Since COVID-19 pandemic prevailed all over the world, the educational institutes shut in Lock Down in 1st wave and Lock Down in 2nd wave. During these days' students confined their homes, classes done through online only. However, being fit is take a vital aspect in COVID times.
- Even after classes are resumed physical distance is preferred over social gathering in this pandemic situation.
- During Online classes, keeping pupil physically active is a big deal.

Impact of the practice, evidence of success: -

- One student got selection to play at national level in kabaddi.
- Two students got selection to play kabaddi at university level.
- This practice has changed the people's perspective towards physical fitness and mental health, particularly in pandemic situation. Having awareness on Yoga, Meditation and Indoor physical exercises through Fit India Movement, the students and faculty tackle the stress in pandemic lock down.
- The best evidence of this practice is some students as well as some faculty do walk in college ground every day after college hours are over.
- Majority of the stake holders of the college changed their life styles.

BEST PRACTICE-2

1.Title of the practice:

Online Grievance Redressal Cell or Online Ombudsman Cell.

2.Context:

In view of COVID-19 pandemic, to avoid all physical contacts regarding this Ombudsman, it is updated and upgraded into online mode.

3. Objective of the practice:

- To stop or not to expand the pandemic regarding registering complaints in the Ombudsman system.
- To ensure a transparent mechanism to resolve/address the grievances of the stake holders of the college.
- To ensure time bounded response/action from the management of the college.
- To lodge complaints by the students without any hesitation.
- To give assurance that the opinions of complainant and management are respected and also to give assurance that no one is either discrimination or victimized.
- To receive advises suggestions from stake holders for further development broadly.
- To resolve the issues / queries of the stake holders without compromising of ethics.

4.The Practice:

This is a highly sophisticated to automate the process of resolving grievances very right from beginning of the registration of the complaint to its closer. It also strives the optimal strategies to assure the grievances get attended within the desired timeline. Otherwise it allows the cell to escalate to higher authorities for proper attention and intervention.

The Stake holders can lodge complaint by registering in the online Ombudsman system which is available in a window of website. Consequently an acknowledge number of the grievance will be communicated through email, which is auto generated, to the complainant and also and auto generated alert is communicated to administrator of the Ombudsman Cell. Further the administrator forwards the issue to the respective in charge who is responsible for the specific complaint category. Once the complaint is addressed and alert message will be communicated to complainant of the verification.

- The user friendly interface of the system reduces the distance and time barrier between users and institute management to create responsive and cordial situation in the institute.
- They can register complaints/raise grievances without fear just using login page regarding admissions, payment of fees, discrimination of caste and gender, scholarships, evaluations, harassment etc.
- It offers a fair and speedy means of grievance to the

aggrieved person and cell members in a discreet manner.

5. Obstacles Faced / Problems encountered:

- It took lot of time to mould the stake holders to transform into complaint in online mode.
- It become an herculean task to make aware all the stake holders about this online grievance Redressal cell because all of them formally habituated to offline mode in raising the grievance.

6. Impact of the Practice and evidence of success:

- Scholarships dispersed within time. In previous days there were some delays in dispersing the scholarships.
- In feedback students opined that the issues regarding toilets and drinking water and other basic facilities like fans have been resolved more quickly than that of earlier.
- There have been no protests from the students regarding delay in delivery of every service of them.

7. Notes:

In this upgraded online Ombudsman System / online Grievance Redressal Cell it is ensured that the details of complainant on the sensitive issues are kept confidential to keep the college environment harmonious condition.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

AQAR 2020-21

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

To transform the students as responsible citizens and involving them in community service, the institute has established a data

bank of blood donors. A committee is constituted to supervise the activities of this establishment. This committee works in coordination with NSS and Red Ribbon Club.

Plan of action: With the assistance of Red Cross Society or Government Hospital, the institute organises a camp for testing blood group for the blood donors. Later, these donors are classified into groups based on the blood group they belonged. All this data is displayed in the college website i.e., www.scimgdctanuku.ac.in. The Principal or Vice-Principal is kept in charge and given the access of this data. If any person needs this help, concerned people can approach the college with a request letter along with hospital prescription for the blood with name of the patient and name of the group of the blood or can post the request in online in our website. This request forwarded to the donors of respective blood groups. One of the willing or responded donor will be picked. His/her contact details of donor will be shared to the required persons. These persons shall arrange the transport to this donor otherwise, the donor will attend on his/her own transport.

This is an establishment with the commitment of community service which is completely distinctive to the priority and thrust of the institution.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

MECHANISM FOR WELL PLANNED CURRICULUM DELIVERY AND DOCUMENTATION: In the

beginning of the academic year, institutional plan is drafted and approved by the staff council and ratified by the CPDC. This plan involves skeleton structure of overall planning of delivery of curriculum. This plan gives a bird's eye view of timelines of A) curricular activities like conducting internal examinations which is heart of continuous evaluation, revision etc .,

B) co-curricular activities like assignments, group discussions, quiz programs, project works, field trips and other supporting curricular activities, C)

extra- curricular activities like NSS regular & special camp activities, sports activities ,field trips, industrial tours and cultural activities, etc., D) extension activities like awareness programs on different social evils, health & hygiene, literary events, community service activities, exchange of staff etc. E) other activities like Independence Day celebrations ,Republic day celebrations, Gandhi Jayanthi , Dr B R Ambedkar jayanthi, birth day events of important & prominent persons , organising the events of Voter's Day, Women's Day etc. Before the beginning of the academic year academic work is distributed to the concerned lecturers by the In-Charges of respective departments. Each lecturer prepares Annual Academic Plan in advance and then this plan is approved by concerned In-Charge & is accepted by Principal of College. This plan is circulated to the concerned students by the lecturer himself and is also uploaded in website for information for whom it is intended and it is also placed in the notice board of each department. This is an important and transparent academic activity.. Further each lecturer submits the synopsis of the topics which are to be covered in the next month to the In-Charge of concerned department. After verifying the synopsis, In-Charge may correct or alter . Further In-Charge may give written suggestions on the record of synopsis. Further this

record of synopsis is submitted to Principal for acceptance. At the end of each month Lecturer submits teaching diary which consists of details of topics covered, co-curricular, extra-curricular, extension events taken place hour wise & day wise to the In-Charge. After verifying this record and satisfying on it, In-Charge submits this record to Principal for ratification. Then principal cross checks this Teaching diary with the record of Teaching synopsis, record of Annual Academic Plan .Further Principal makes appraisal visits to the classes and tallies these records with the feedback given by students. After his satisfaction, Principal ratifies the record of Teaching Diary. This frame of mechanism guarantees the concrete delivery of curriculum at bottom level. In-Charge of respective department verifies the works/assignments/project works etc of each student on par with concerned lecturer. Even Principal verifies these items randomly to make every stakeholder attentive and serious for solid delivery of curriculum. In the entire exercise, IQAC coordinator, Vice-Principal & Academic Coordinator assist Principal. IQAC plays a vital role in executing the plan of curriculum by taking feedback from each stake holder and analysing it at least once in a semester and give suggestions to the lecturer.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://scimgdctanuku.ac.in/curriculum

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

SCIM Government Degree college is an affiliated college of Adikavi Nannaya University, Rajamahendravaram, and is guided by the rules and regulations formulated at university level regarding syllabi, examination and evaluation.

University has been following CBCS pattern of evaluation. The Academic calendar of Adikavi Nannaya University, Rajamahendravaram is available on University as well as college websites. Academic Calendar is prepared and circulated by the University via mail and the same is put in the website also. The approval of the University's Academic Calendar ensures

important dates scheduled well in advance. It comprises important dates for students as well as teachers such as application issuing and closing dates for enrolment and withdrawal from courses, commencement of class work, dates of internal and semester-end exams, last date of class work and the period holidays. Examinations are conducted at the end of each semester by the affiliating University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance by the departments.

Internal assessment dates are also provided by the college in the proposed academic calendar prepared at the beginning of each academic session

.IQAC has chalked out a plan involving various student centric at the beginning of academic year for its implementation. It continuously monitors teaching- learning activity by collecting student's feedback and analyzing it. It improves the teaching-learning process by giving suggestions to the faculty and guides them in promoting overall development of students. SCIM Government Degree college is an affiliated college of Adikavi Nannaya University, Rajamahendravaram and is guided by the rules and regulations formulated at university level regarding syllabi, examination and evaluation. University has been following CBCS pattern of evaluation since 2015 -16 academic year. The CBCS consists of Semester-end exams. Thus, internal assessment scheme is as per university norms. Adikavi Nannaya University has a continuous internal assessment system in which each paper of 100 marks has a component of 25 marks of internal assessment and that of 75 marks of the external examination of that paper. These 25 marks of internal assessment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks will be given for each academic activity performed. • Two Mid exams, each of 15 marks are conducted and their average is taken. • Other 2 components of evaluation (Seminars, GD's, Assignments etc.) each of 5 marks are considered. • Practical Exams, in each Semester-End exams for 50 marks will be conducted. A student must get 40 of marks both in Internal and External examinations and also 40 aggregate of 100 will be a criteria

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://scimgdctanuku.ac.in/institutionalplan

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

462

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

462

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

1.3 - Curriculum Enrichment

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

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

The institute follows the programmes offered by Adikavi Nannaya University, as it is affiliated to it. Life Skill Courses and Skill Development Courses are common in every programme. Each programme offers at least four Life Skill courses that integrates issues related to either gender, or environment, or human values or professional ethics.

List of Life Skill Courses

S. No

No. of Courses

Course Name

Preferred Teaching Department

1.

I

Human Values and Professional Ethics

English/Telugu/Any Dept

Entrepreneurship

Commerce

1.

I

Information and Communication Technology (ICT)

Computers

Indian Culture and Science (ICS)

History/Telugu

1.

Compulsory

Environmental Education (EE)

Botany/Zoology/Environmental Science/ Any dept.

I

Personality Development and Leadership (PDL)

English/Any Department

Analytical Skills (AS)

Maths/Statistics

The Women Empowerment Cell and IQAC cell in the institute transact the gender related issues. Guest lectures conducted on Laws of Women on Women's Day, Anti-ragging, celebrating birth days of women reformers. This institute has a separate NSS unit for girls. It has been very proactive in conducting different extension activities not only in college premises but also in adopted villages also.

The Departments alone also aimed at promoting gender equality and focus on women empowerment through departmental activities. Thus, integrating gender issues in the curriculum has been its top priority.

Issues related to environment and environmental sustainability are obviously integrated into curricula. In UG programmes, there is a mandatory paper titled

'Environmental Education' in Life Skill Courses. However, the other programmes also carry courses in which environmental issues are discussed and are inbuilt.

'Disaster Management' is one of the Skill Development Courses focusing mainly on the topics like environment protection act, disaster management, enforcement of environmental legislation, development of the mechanism to control and measures of air pollution, water pollution, soil pollution, noise pollution, thermal pollution and solid waste management, and so on. The students witness the hands-on experiences in environment conservation practices and understand sustainability efforts.

Every year, N.S.S. units undertake a host of activities in the nearby villages during the special camps. In these camps, N.S.S. organizes various environment related

programs including tree plantation, village cleanliness, cleaning of gutters, digging of soak pits, plastic free drive, poster competition, debate competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. The institute involved making the campus green by continuous plantations, waste management, using solar energy, Swachha Bharat celebration of various days like World Environment Day, N.S.S. Day etc.

All the programmes integrate courses that teach 'Human values and Professional Ethics' in its curricula as Life Skill Courses. This course consists of understanding the need, basic guidelines, content and process for Value Education, Understanding the thought provoking issues; need for Values in our daily life Choices making - Choosing, Cherishing & Acting, Classification of Value Education: understanding Personal Values, Social Values, Moral Values & Spiritual Values.

Understanding the Problems faced due to differentiation in Relationships. Understanding the harmony in the society (society being an extension of family): Samadhan, Samridhi, Abhay, Sah-astitva as comprehensive Human Goals Visualizing a universal harmonious order in society- Undivided Society (Akhand Samaj), Universal Order (Sarvabhaum Vyawastha)- from family to world family.

Understanding about Professional Integrity, Respect & Equality, Privacy, Building Trusting Relationships. Understanding the

concepts; Positive co-operation, Respecting the competence of other professions. Understanding about Taking initiative and promoting the culture of openness. Depicting Loyalty towards Goals and objectives.

Different social activities have been initiated by the college like Health and Hygiene awareness programs, medical checkup camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

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

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

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

156

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://scimgdctanuku.ac.in/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

560	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
318	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>Versatility is a natural phenomenon. Every student has different cognitive ability. Same method of teaching and pace is not suitable to everyone. The students are from different socio- economic- cultural back grounds and their ability and comprehension is unique. Their ability to understand, analyze and evaluate their domain knowledge varies and is different.</p> <p>(Assessment of learning levels of the students)</p> <p>Advanced learners, mediocre learners and slow learners are identified on the basis of Performance in +2 Examinations, internal assessment, university end examination, involvement in classroom.</p> <p>(Advanced learners)</p>	

Guest Lectures are arranged for advanced learners along with the remaining students so as to gain additional knowledge regarding the respective discipline. Additional inputs are being provided to the advanced learners besides the curriculum. Encouraged to participate in group discussions, technical quiz to develop analytical and problem-solving abilities through they enhance their presentation skills. Various club activities are conducted in their corresponding fields. Trough online Spoken Tutorial workshops in collaboration with IIT, Bombay advanced learners are provided with the opportunity to acquire technical and life skills at their own pace under the ages of special CCE, Vijayawada through a memorandum of understanding with IIT, Bombay. Motivating them to undertake high quality projects relevant to industry advancements are undertaken during their last semester of program. Outstanding students are encouraged to take up competitive exams like PG CET etc. Semester Toppers and University rank holders are encouraged with certificates and cash prizes.

(Slow learners)

The Institute practices student centric academic counseling process. During the course of study, group of students are assigned to a faculty for counseling/Mentoring. Mentors monitor academic performance and interact regularly to understand and help any student facing issues that affect their ability to learn or hinder their academic success. The College has a system in place to regularly communicate student performance and attendance to parents. Set of students not more than 25 are assigned for a faculty as mentor, and personal and academic care is completely taken by the corresponding mentor. The mentor is in constant communication with the parents and Whatsapp messages are also sent with the newsletter after each assessment test. Faculty members periodically discuss with parents about the learning outcomes of children who are slow to learn. Each departments conduct remedial classes and provide supplementary material for students who are slow learners and those students who are who are about to drop out due to backlogs in pervious semesters.

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File Description	Documents
Link for additional Information	http://scimgdctanuku.ac.in/divesity
Upload any additional information	View File

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

Number of Students	Number of Teachers
668	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

2.3 Teaching - Learning Process

The teaching learning process revolves round the need, interest and capabilities of students. The college conducts various student centric activities throughout the year. In the wake of COVID pandemic situation most of the Teaching Learning Activities are done through online mode only. The staff members are trained and adopted online mode to provide rich learning experience to the students by involving the students in the process. Student centric methods, such as experiential

learning, participative learning and problem solving methodologies are used for enhancing learning experiences by faculty as part of their class room and online teaching. Role Plays, Team works, Debates, Seminar Quizzes and case studies Specifically Students centric Teaching Methods are reflected in project work, Field Visit, Industrial visit& guest lectures are adopted.

1. Experiential Learning

A) Project works: Project works are classified into two parts. Minor projects are assigned to students as a part continuous internal evaluation. Major project is undertaken by students as a part of cluster elective of (Choice Based Credit System) CBCS pattern.

B) Lab Course: All science courses, Computer Science Course and Computer applications courses have laboratory hours for conducting experiments with 2 credits for each course with external evaluation.

C) Participation in Events: Students are encouraged to participate in various events and competitions relevant to their discipline organized in various institutions to have real time exposure.

D) Field Visits: Students are provided with field visits that are academically significant relevant to their discipline.

E) Industrial Visits: To enable students exposed to the industrial work culture and real time work experience industrial visits organizes for students.

F) Guest Lecture: Eminent experts from industry and academia are invited and Guest lectures are arranged to supplement the teaching process and provide experiential learning.

2. Participated Learning

A) Mini Projects: A group of two to five students are assigned a topic so that they learn from each other and collectively present the project.

B) Practical: Under the guidance of Lecturers students in group undertake various practical experiments that enhance their participative learning.

C) Role play: Teachers adopt role play method especially in Commerce and Political science as well as a part of skill development courses so that they enhance empathy towards the roles of others.

D) Team work: Team works is encouraged while conducting Camp of NSS, institutional social responsibility through Red Cross ,Village Adoption, Tree plantation, Swatchh Bharat and Health awareness camps.

E) Participation in Events: Events of national importance, Events of awareness, Events of days of national importance, Events of Sports and Games and Cultural activities are organized and various competitions like elocution, essay writing, Quiz etc., are conducted and students are encouraged to participate in such events.

F) Participation in administration: Students are involved in different administrative committees and are allowed to participate in decision making regarding progress of college.

3. Problem solving Methodology

Theory Courses: All the courses with Science, Commerce and Economics have problem solving content in the curriculum. Additional inputs are also provided to the students by following problem solving methodology. Various skill development courses and certificate courses also have the problem solving elements.

Laboratory Courses: All the experiments in the laboratory courses are to be understood and conducted based on the problem solving approach.

Project Works: Projects works involve a research based approach involving indentifying a problem, searching or alternatives and finding the best solution for the identified problem and presenting in systematic way.

Group Discussions: This method enhance the students ability to participate and coming up with the opinions & suggestions to check their current knowledge. The discussions enhances the students soft skills, communication skills, reasoning and problem solving abilities.

Quizzes: Technical Quiz conducted in various disciplines as a

part of events conducted in different occasions helps the students test their problem solving abilities.

To enhance participative, leadership and organizing abilities of students and to imbibe patriotic and social values among students various Days like Teachers' Day, Independence Day, Republic Day, NSS Day, NCC Day, AP Formation Day, and Anniversaries of national heroes are celebrated. NSS conduct activities like Blood Donation Camps, AIDS Awareness Campaigns, Tree Plantation, Swachh Bharat Abhiyan, Water Management, Drive for Fund Raising during Natural Disasters in order to make the students responsible citizen.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/studentcentric

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

Two faculty members were trained in CISCO NetAcad Instructor Training. Faculty members were trained by an online one week FDP programs on "LMS Video & Pedagogy : Imaging and shaping of Digital Education & LMS towards development of High- Quality content" where training on Video making, APP based end to end editing tools, open educational resources, OBS studio and pedagogy and assessment had been conducted. Subject wise FDPs also were conducted by Commissionerate of collegiate education, Govt of Andhra Pradesh (CCE) for all faculty members on recent trends, progression in pedagogy in their subjects. An institutional level workshop is also conducted to all the faculty members on the usage of ICT tools.

Further college subscribed a G-Suite domain and all the faculty member are provided logins and Laptops. During the pandemic all teaching learning process conducted through online mode only using G-Suite, Teachmint, CISCO Webx and Zoom apps etc. All the class work along with the recorded video links were uploaded in the Bharatpade online and OTLP(Online Teaching Learning Process) app Managed by CCE, Govt of AP. All the communication related to class work, assignments, Examinations and academic related issues during online training was happened through the class whatsapp groups.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://scimgdctanuku.ac.in/infrastructurefacilities

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

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

2.4 - Teacher Profile and Quality

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

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

133

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

SCIM Government Degree College is an affiliated college of Adikavi Nannaya University, Rajamahendravaram, and is guided by the rules and regulations formulated at the university level. The Academic calendar of Adikavi Nannaya University, Rajamahendravaram is available on University and College websites. University follows grading system and in accordance with CBCS pattern. Grace grafting system is considered at the end of course as Balamohandas committee suggested. Students who are admitted are well informed about the assessment, question paper patterns, grading system and university examination system by conducting an orientation program for the students at the very beginning of the program.

For transparent and robust mechanism in the internal examinations an Examination Cell is constituted in the college under the guidance of the principal. The examination

coordinator assists the Principal during the conduct of both internal and semester-end examinations. The time table of Mid-term/ Practical Examinations will be communicated to the students by the coordinator at least one week in advance. The internal examinations schedule is prepared in accordance with completion of syllabus and preparedness of student. Students who failed to attend the internal exam were provided an opportunity to write examination after due recommendation from the HOD/Principal.

File Description	Documents
Any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/examinations

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

SCIM Government college follows transparent, student-centric and student- friendly methods in evaluation. The academic calendar which is given by University will be strictly followed for delivery of curriculum and also for the conduction of internal examinations.

All the students are provided with the internal exam answer scripts and are given an opportunity to verify their marks against their answers. Any objections in the internal evaluation are immediately addressed by the respective faculty member. With respect to assignments, Faculty evaluates assignments based on the rubric which is also shared with the students. The rubric consists of criteria- content, appropriate cognition level, timely submission, clarity, presentation of content, etc. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolve grievances is any.

The internal marks/assignment marks were displayed in the notice board within a week after the examination. Further objections regarding internal marks/ assignments are reported to the examination cell. Examination Cell will consult the respective HOD and re-evaluate the answer sheet and appropriate measures are considered to solve the problems within a five working days after such grievance.

File Description	Documents
Any additional information	View File
Link for additional information	http://scimgdctanuku.ac.in/examinations

2.6 - Student Performance and Learning Outcomes

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

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. After attainment of consensus, the same are widely propagated and publicized through various means such as display and/or communication. The faculty members, class teachers, mentors, course coordinators, program/ISO coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

The Vision and Mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. Every department plans and conducts all activities in light of the programme outcomes, course outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://scimgdctanuku.ac.in/syllabus
Upload COs for all courses (exemplars from Glossary)	View File

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

CO-PO Attainment Process

Our Institution follows the evaluation methods suggested by the affiliating University. The attainment process of Cos, POs is as follows:

Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution:

Attainment of COs for all courses including theory courses, practical courses, Mini-project course, and Major project course is assessed through two assessment tools.

- Direct Assessment tools
- Indirect Assessment tools

Direct Assessment Tools: To assess the knowledge and skill gained by a student while attending a course, Sessional's Marks, End-exam Marks and Quiz/ Assignment/ Seminar/ Mini Projects etc., marks are considered.

Indirect Assessment Tools: To assess the student learning after attending a course, Course Exit Survey will be conducted immediately after the semester and the feedback given by the student in attaining the COs is considered.

Process of Calculating COs Attainment:

COs attainment is evaluated through,

- Direct Attainment
- Indirect Attainment

Direct Attainment: Direct Attainment for a course is calculated considering Internal and External exams. The performance of a student in each semester is evaluated course-wise with a maximum of 100 marks out of which sessional exams are evaluated for 15 marks and semester end examination is evaluated for 75 marks and and Quiz/ Assignment/ Seminar/ Mini Projects etc.,

is evaluated for 10 marks.. For theory courses, two sessional examinations, one Quiz and one assignment, and one external examination will be conducted.

- Direct attainment of CO is calculated considering 15% of internal marks, 10% of and Quiz/ Assignment/ Seminar/ Mini Projects etc., marks and 75% of external marks.
- CO direct attainment= $[(0.15*(\text{Average of internal marks of the CO}/15) + (0.1*\text{Average of Assignment/ Quiz marks}) + (0.75*(\text{Average of external marks of the CO}/75))]$
- For practical courses, mini-project and project work one sessional examination for 50 marks and one external examination for 50 marks will be conducted.
- Direct attainment of CO is calculated considering 50% of internal marks and 50% of external marks.
- CO direct attainment= $[(0.5*(\text{Internal marks of the CO}) + (0.5*(\text{External marks of the CO}))]$
- Indirect Attainment: Indirect attainment for a course is calculated from the feedback taken at the end of each semester, from the students attended the course. Course Exit Survey is conducted through Google form in which the student's learning is enquired through course outcomes of the courses they attended recently. The levels of accomplishing the outcomes of each course is considered to be point 4 for substantial, 3 for good, 2 for moderate and 1 for low.
- The assessment is done from the responses given by the students using the following formula.
- CO indirect attainment = $(4*A+3*B+2*C+1*D)/(4*(A+B+C+D))$ where A, B, C, and D are the number of students choosing substantial, good, moderate and low options for the corresponding CO.
- CO attainment: CO attainment of a course is evaluated considering 90% of direct attainment and 10% of indirect attainment.

Cos and POs

POs are attained through program specific Core Courses. Each Course addresses a sub-set of POs to varying levels (strengths) (1, 2 or 3). Sometimes we determine the POs the courses address. Sometimes we may apriori determine the POs a Course should address and the COs have to be written to meet the identified POs.

Strength of CO-PO Mapping

POs and PSOs are attained through program specific Core Courses. Each Course addresses a sub-set of POs and PSOs to varying levels (strengths) (1, 2 or 3). Sometimes we determine the POs the courses address. Sometimes we may a priori determine the Pos a Course should address and the COs have to be written to meet the identified POs.

Strength of CO-PO Mapping Sample

Attainment of a PO depends both on the attainment levels of associated COs and the strength to which it is mapped to those Pos. It is necessary to determine the level (mapping strength) at which a particular PO is addressed by the course. Strength of mapping is defined at three levels: Low (1), Medium (2) and Strong (3) A simple method is to relate the level of PO with the number of hours devoted to the COs which address the given PO.

If >40% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 3. If 25% to 40% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 2. If 5% to 25% of classroom sessions address a particular PO, it is considered that PO is addressed at Level 1. If < 5% of classroom sessions address a particular PO, it is considered that PO is not addressed .

PO Attainment

PO attainments are normalized to 1, that is, if a PO is addressed at the level of 3 and attainments of CO associated with that PO is 100%, then attainment of that PO is 1. Thus the average of the attainments of relevant COs is computed and this value is then scaled by the mapping strength.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://scimgdctanuku.ac.in/attainments

2.6.3 - Pass percentage of Students during the year

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

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://scimgdctanuku.ac.in/results

2.7 - Student Satisfaction Survey

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

<http://scimgdctanuku.ac.in/SSS.php>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://scimgdctanuku.ac.in/research-funds

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

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

18

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

3

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

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

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

1

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

3.3 - Extension Activities

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

The following programs are conducted in coordination with all the department, NSS and Red Ribbon Club.

I. AIDS Awareness Programmes: Conducted AIDS awareness programme and Rally with RED RIBBON CLUB on December 1st 2021

II. Rallies/Processions

1. Rally on Plastic Eradiction Conducted on 02-10-2020.
2. Rally on World AIDS Day on 01-12-2020.
3. Rally on National voter's day on 25-01-2021.

III. Observance of important days/events

1. Independence day on 15.08.2020
2. Hiroshima -Nagasaki Day on 06.08.2020
3. Ozone Day on 16.09.2020
4. NSS foundation day on 24.09.2020
5. Gandhi Jayanthi on 02.10.2020
6. National Constitutional Day on 26.11.2020
7. World AIDS Day on 01.12.2020
8. World Human Rights Day 10.12.2020
9. National Consumers Day on 24.12.2020
10. Republic Day 26.01.2021
11. National Voter's Day on 25.01.2021
12. International Women's Day on 08.03.2021
13. Celebration of International Yoga day on 21-06-2020.

14. Swachh college- clean & green programme conducted every 4th Saturday in the college campus.
15. Celebration of Alluri Seetharama Raju Birth Day on 11-07-2020
16. Celebration of World Population Day on 21-07-2020
17. Celebration of Telugu Bhasha Dinotsavam & National Sports Day on 29-08-2020.
18. Celebrations of National girl child day on 24-01-2021.

IV. The NSS Unit of SCIM Government Degree College, Tanuku , W.G.Dist organized an awareness programme on COVID19 for students and the public and also distributed relief packages. The Camp Commenced on 12.10.2020 and to be ended on 18.10.2020.

(DAY-1) ON 12.10.2020:- COVID-19 Awareness Programme & Distributed Masks& Sanitizrs

(DAY-2) ON 13.10.2020- DISTRIBUTION OF MASKS & SANITIZERS

(DAY-3) ON 14.10.2020- VEGETABLES DISTRIBUTION

(DAY-4) ON 15.10.2020- MASKS DISTRIBUTION

(DAY-5) ON 16.10.2020- CONDUCTED RALLY ON CORONA VIRUS AWARENESS

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/nss.php
Upload any additional information	View File

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

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

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

27

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

400

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

9

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Response :

The college has good infrastructural facilities spread over 7 acres. It has sufficient number of classrooms, well equipped laboratories, seminar halls and library with more than 29000 books to impart quality education to the students.

Classrooms:

The college is having 19 classrooms for instructional work which are spacious and well ventilated. One virtual class room is earmarked for Teaching and Learning in ICT mode facilitating interaction of our college students with the students of other institutions and with the peers of other institutions across the state. Further it is to utilize for the telecast of lessons from this class room to the needy across the state. It also provides access to expertise of teachers from other Colleges on curricular inputs/lessons.

Of these 19 class rooms, 9 equipped with LCD projector facility, 3 digital class rooms whose equipment was sponsored by RUSA, one virtual class room whose equipment was sponsored by RUSA, 2 equipped with smart class room facility whose equipment sponsored by APSSDC.

All digital/virtual/smart/other ICT enabled class rooms are supported by:

1. Server HPE 56ML 350G9
2. Numeric 7.5 Kva online UPS
3. Numeric 3 Kva online UPS
4. 24-port Gigabit Fast Ethernet Web managed L2 Switch
5. Wireless Access Point
6. Home UPS 10 Kva sponsored by UGC-additional assistance-XIth plan

Laboratories & Museums:

The college has 12 well equipped laboratories to impart practical knowledge to the students. Of these 12 labs, two are Physics labs, three are Chemistry labs equipped with fire extinguishers, two are Botany labs along with Herbarium, one is Electronics lab, one is Zoology lab along with Museum, one is Microbiology lab, one is Computer Science lab and one is English language lab cum Jawahar Knowledge Centre (JKC) placement cell.

Computing equipment:

The college is enabled with the equipment of 84 computing systems. Of which, 30 laptops were sponsored by APSSDC, 3

laptops were sponsored by RUSA for three digital class rooms, one system was sponsored by UGC for IQAC under XIth plan. Jawahar knowledge Centre was established for the purpose of placements cum English language lab which was equipped with 30 computing systems, one Dell Server, one 15Kva online UPS which were sponsored by Commissioner of Collegiate Education, Government of Andhra Pradesh. The computer lab is equipped with 20 computers which were sponsored by UGC under additional assistance, XIth plan. The college is connected to the Internet with Four 50 Mbps connections provided by Excel Broadband, One 100 Mbps connection provided by Excel Broadband, One 10 Mbps connection provided by AP Fibernet. The college is also Wi-Fi enabled with the above mentioned Internet connections. Integrated Attendance Management System equipment i.e. biometric machines supplied by iConma Pvt. Ltd. Sponsored by RUSA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructure facilities

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

Response: The Institution has an open rostrum to conduct all kinds of cultural activities, general gatherings, assemblies, celebrations, events, etc. The college also has the conference/seminar hall which is also utilized for cultural activities. There is a cultural committee to facilitate the conduct of various cultural activities at college level and the committee encourages the students to participate in various cultural competitions conducted at district/university/state levels on different occasions like Independence Day, AIDS Day and other days of National Importance, Social & cultural awareness and such kind of contexts.

The campus is placed in an area of 7 acres (nearly three hectares) and there therefore sufficient play ground is available with 400 meter running/walking track. . College facilitates a wide variety of sports and games including athletics, cricket, volley ball, basket ball, Kho-Kho, Kabaddi, Hand ball and Indoor games like Badminton, Chess, and Caroms

etc.

The modern Gym equipment along with an open Gym with the needy fitness equipment is present on the campus for the benefit of students. Seminar hall is utilized as indoor yoga centre in the morning hours to promote good health.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/sports

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructure facilities
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Library as Learning Resource Centre of the college has over 14169 text books,

15714 reference books, 12 journals.

It's prompt and effective services are in synchronization with the changing needs of the academic community which is moving towards the electronic resources such as e-books, e-journals and databases. For instance, Library is enriched with subscription /other sources by providing access to students/staff to 7394662 e-books, 5280822 e-journals, and 100 CDs & Videos.

The Commissioner of College Education, A.P initiated the process of automation of Libraries of Government Degree Colleges in collaboration with INFLIBNET, Gujarat in 2005. In this connection, SOUL (Software for University Library) ver 1.0 was issued this college with which Library was updated. This software provides UNICODE based multilingual support for Indian and foreign languages.

Next Library automation was installed soul - 1.0 version and 2.0 version installations is under progress. In addition to the various resources, Library as Learning Resource Centre hosts a magazine lounge and a Browsing Center. Finally, Library was transformed such as it provides Digital services. There are also multiple study rooms where students meet for group discussions. The Library is fully Wi-Fi enabled.

Readership: The library is being used by the students and faculty. The Library will be kept open on all working days

between 9:30 AM and 05:30 PM. Currently, the Library is catering to the needs of more than 100 students, teaching and non-teaching staff on a daily basis.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://scimgdctanuku.ac.in/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

0.4107

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

100

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Classrooms:

The college is having 19 classrooms for instructional work which are spacious and well ventilated. One virtual class room is earmarked for Teaching and Learning in ICT mode facilitating interaction of our college students with the students of other institutions and with the peers of other institutions across the state. Further it is to utilize for the telecast of lessons from this class room to the needy across the state. It also provides access to expertise of teachers from other Colleges on curricular inputs/lessons.

Of these 19 class rooms, 9 equipped with LCD projector facility, 3 digital class rooms whose equipment was sponsored by RUSA, one virtual class room whose equipment was sponsored by RUSA, 2 equipped with smart class room facility whose equipment sponsored by APSSDC.

All digital/virtual/smart/other ICT enabled class rooms are supported by:

1. Server HPE 56ML 350G9
2. Numeric 7.5 Kva online UPS
3. Numeric 3 Kva online UPS
4. 24-port Gigabit Fast Ethernet Web managed L2 Switch
5. Wireless Access Point
6. Home UPS 10 Kva sponsored by UGC-additional assistance-XIth plan

Computing equipment:

The college is enabled with the equipment of 84 computing systems. Of which, 30 laptops were sponsored by APSSDC, 3 laptops were sponsored by RUSA for three digital class rooms,

one system was sponsored by UGC for IQAC under XIth plan. Jawahar knowledge Centre was established for the purpose of placements cum English language lab which was equipped with 30 computing systems, one Dell Server, one 15Kva online UPS which were sponsored by Commissioner of Collegiate Education, Government of Andhra Pradesh. The computer lab is equipped with 20 computers which were sponsored by UGC under additional assistance, XIth plan. The college is connected to the Internet with Four 50 Mbps connections provided by Excel Broadband, One 100 Mbps connection provided by Excel Broadband, One 10 Mbps connection provided by AP Fibernet. The college is also Wi-Fi enabled with the above mentioned Internet connections. Integrated Attendance Management System equipment i.e. biometric machines supplied by iConma Pvt. Ltd. Sponsored by RUSA.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/infrastructurefacilities

4.3.2 - Number of Computers

84

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

3.1 lakhs

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

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

The Government Degree College, Tanuku has well established systems for maintaining and utilizing physical, academic and support facilities, standard operating procedures for maintenance of infrastructural support facilities.

The institution has well prepared academic policy with the aim to outline the college approach to the provisions of programs and the student cohorts, for which they have been developed, covering various academic facilities available in the college.

Physical facilities include infrastructure, buildings, furniture and fittings are being maintained properly and the respective matters are being monitored by a campus maintenance committee headed by a coordinator. Periodical check ensures proper maintenance and utilization of physical facilities.

Laboratories: Labs are maintained by lab assistants. The stocks and records of all laboratories are maintained by concerned

store keeper, under the supervision of department in charge and superintendent. Department wise annual stock verification is done every year. Calibration and modernization of equipment updating wherever required are attended to by the professional agency.

Library:As per the policy document, the Learning Resource Centre is managed by a staff member, i.e. Librarian. The Librarian ensures best maintenance and utilization of Library infrastructure. The measures undertaken for the maintenance of furniture, equipment, computers and books in the LRC include Regular maintenance of Stock Room, Book Bank Section, Journals and Magazines Section, Competitive Examination Reference Library (CERL) and Digital Library as well as regular updating and physical verification, firewall protection to computers,updating internet connectivity and minor repairs/major repairs or replacements as per demand.

Physical Education: Maintenance and utilization of Sports and games equipment, courts are looked after by the in-charge Physical education department with some assistants. Provision is made for the periodic purchase of new equipment.

Classrooms: Maintenance and utilization of Classrooms is entrusted to proctors/in charges identified for the purpose. They are kept clean for usage by proper maintenance. Voluntarily students of respective classes participate in cleaning activities in accordance with the spirit of Swatch Bharath. Subordinate staff, night watchman and part time contingent workers are in-charges for overall maintenance of cleanliness, discipline and repairs. NSS units work hard in establishing hygiene in the campus.

Computers and IT infrastructure: IT policy in the college ensures the optimal maintenance and utilization of IT infrastructure for the benefit of students. It looks after the

up gradation of systems and software, maintenance of equipment and disposal of e-waste.

Furniture: Physical verification of the furniture is being done at the end of each academic year. A regular lecturer is kept in-charge of the furniture and infrastructure of the college expenditure required for maintenance of damaged furniture. The college based on the strength of staff council resolution sanctions the amount and assigns the responsibility to the maintenance committee and office, and they will fix the issue through the established procedure.

Water works, electrical, plumbing work: Damaged works of the campus will be repaired in the order priority as per procedure

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://scimgdctanuku.ac.in/policiesandprocedures

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

608

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

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

A. All of the above

File Description	Documents
Link to institutional website	http://scimgdctanuku.ac.in/images/skill%20enhancement%20initiatives.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

136

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

136

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

12	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
28	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
23	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	

0	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
<p>SCIM Govt Degree College Students Council represents the Student Union. From each class, two students (one from men and one from women), with leadership qualities are elected/nominated as the class representatives. The student council includes all the class representatives as members who play a vital role in academic, administrative and social activities of the college. It ensures the academic and administrative transparency between students and college administration. Student members are involved in some more committies like 1) College Planning and Development Council (A few parents of students are also members) 2) Internal Quality Assurance Cell 3) Red Ribbon Club 4) Women Empowerment Cell 5) Anti Ragging Committee 6) Special Fee Committee 7) Fine Arts Association 8) Sports Club 9) Eco Club 10) Science Association 11) Library Committee.</p> <p>The students council acts as backbone in implementing academic activities of the college, particularly in the smooth conduct of seminars, conferences and workshops. Also, the students council helps the college administration during the delivery of a message by a class teacher or principal to the students. Moreover, the students council helps a lot in the smooth conduct of blood donation camps, rallies, job drives, youth festivals, remedial classes, special classes etc. Almost in all activities of administrative, curricular, co-curricular, extra-curricular and extension committees, the participation of students is made mandatory by making them members and participants.</p>	

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/committees
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

This institution (S.C.I.M Government Degree College) came into Existence with the generosity of Sri Chitturi Indraiah Garu (Late) in West Godavari District in 1968. Since then the college produced several graduates of which many of them were Writers, Artists, Thinkers, administrators, scientists, Engineers and Doctors etc., settled globally and serving the nation. This college has been permitted to have an exclusive body called ALUMNI Association (Old students Association) as per the guidelines of Government of A.P which comprises old students who are Industrialists, Business persons, Philanthropists, Scientists, Doctors Academicians. The Alumni Association is primarily constituted to Academic / Administrative / Infra structural / Co-Curricular activities in the institution with those who are interested in giving back to

the alumni body (by statute) is authorized to mobilize resources (money, mater good will, books, technological gadgets etc.,) and utilize them for the development of the institution. Alumni association meetings are held and they actively contribute to developmental activities. They provide valuable feedback on various issues related to curricular, extra-cu curricular and disciplinary activities. They participate in nation- through strengthening the college where they started exploring the help to rebuild, resurrect and modernize the mother institution Sri Chitturi Indiraiah memorial Government Degree College. The stakeholders who have made the best talents and occupied a place of pre-eminence in the society have been supporting and giving co-operation to the college. In short, the college creates history through Alumni. The college offers a pleasant environment and good educational ambience for the students aiming both personal and intellectual growth of the students. The aim and objectives of Association are 1. To maintain records of all ex-students of the college. 2. To foster and promote feelings of friendship among the existing and ex-students of the college. 3. To provide a forum for the exchange of ideas on social and academic issues. 4. To initiate any enterprise pertaining to the promotion of the best interests of the college. 5. To establish scholarship support to the outstanding students belonging to various disciplines of the college. 6. To let the alumni acknowledge gratitude to their Alma Mater. 7. To establish placement support for students of the college. 8. To arrange a programme in association with social and charitable institutions. 9. To conduct academic meets conferences, workshops, seminars for the members on various subjects. objectives will be decided by the majority at the Annual general meeting. The Association was committed to connect alumni with the institution, as well as support through a variety of events, and mentor ship programs. SCIM (Alumni Association) plays a significant role in promoting education, encouraging the students so as to reach the heights of success. Also, SCIM Alumni Association plays an important role by giving their valuable feedback in different dimensions from time to time and assisting the college financially if needed to strengthen the college.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Response:</p> <p>Vision:</p> <ul style="list-style-type: none"> • To transform the College into a Multi-faculty Model College offering courses with curriculum incorporated with multiple skills with practical training at affordable cost to the downtrodden sections of the society, bringing out their hidden talents and making them globally preferred • To transform the students of the rural areas into strong and capable citizens by augmenting skilled based education, research inculcation and human abilities by making the modern technology familiar to them through value added quality education for overall development. <p>Mission:</p> <ul style="list-style-type: none"> • To meet the challenges which were aroused due to post pandemic Covid-19 circumstances by implementing blended mode of teaching learning process. • To implement CBCS curriculum with true spirit by giving a spectrum of subjects as electives to the students to choose according to their interest and wish. • To organize vibrant co-curricular, extra-curricular and extension activities to broaden the student's curricular and intellectual arena. • To strengthen the practice of student-mentor system to make this wardship as one of the best practices so as to address all grievances of the students in a transparent way. 	

- To celebrate days of national and regional importance to ignite a sense of reverences among the students towards nation.

The Principal serves as the head of the institution and works in accordance with the regulations of the Commissioner of Collegiate Education. The Staff Council, with Principal as its chairperson and the Faculty of all departments as its members, play a key role in the planning and implementation of Academic and Administrative Plans.

Academic Coordinator, IQAC Coordinator, besides Senior Administrative Staff partake in the decision making process of various bodies of the College. Senior faculty members act as Conveners/Coordinators in all the academic and administrative bodies and other faculty as members.

The Principal conducts periodical meetings in consonance with Academic Coordinator, IQAC Coordinator and Staff Council to review the progress of the college in all aspects and resolving hindrances, if any, in implementing the plans. Through these meetings various measures are taken to direct the College towards academic pre-eminence. The IQAC Coordinator and Academic Coordinator of the college review the progress of academic activities and also identify hindrances in orchestrating any programme.

Conveners of various Committees contribute to the planning, implementation and improvement of curricular, co-curricular and extra-curricular aspects of the college all through academic year.

The College Planning and Development Committee (CPDC) had been created as a mechanism for mobilizing public contribution. It is headed by Principal as Chairperson and has parents, educationists, senior faculty members, alumni, industrialists, doctors, businessman and students as members.

Infrastructural facilities are being upgraded from time to time by duly utilizing the UGC grants, RUSA funds and Special Fee funds. For every semester feedback is being collected from the students about the performance of the teaching staff.

Student learning is enhanced through MOUs, expert lectures, workshops, research and consultancy. Salaries are paid as per the State Government and UGC norms in force from time to time. UGC guidelines regarding the minimum qualification for lecturer recruitment are adhered to short term goals and long term goals for the institution are set in tune to the vision and mission of the college. Organization structure of the college helps in identifying the various levels of authority and responsibility positions. It helps in effective communication along the hierarchy.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/VisionandMission
Upload any additional information	View File

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

Response:

As the heading clearly interpolates the fact , it is desired and mandatory for every higher educational Institution to decentralize the power of taking crucial decision of policy making and involving every functionary right from the principal to the stakeholder in the institution , under participative management, to achieve the desired result of administrative and academic transparency which naturally leads to freedom , equality and justice to every student in the institution.

Exactly at this juncture our college meticulously plans and leaves no stone un turned while making the concept "STUDENT FIRST a reality. The involvement and whole hearted cooperation of everyone in the college ,in sharing the responsibility of decision making builds the integrity and harmony of the college .College as a whole comprises more than 30 committees as follows. CPDC(College Planning and Development Committee),IQAC,JKC-Placement Cell

Students Union, All Examinations, Career Guidance Cell, campus maintenance committee, Language, Literature Cultural

Association, Telugu Bhasha Samiti, Humanities Social Sciences Association, Science Association, Commerce Association, UGC Committee, Athletics Association, Magazine Calendar Committee, Women Empowerment Cell, AV E Association, Attendance Committee, Special Fee Addl. Spl. Fee (Restructured) Committee, Welfare Scholarships and Other Student Support Schemes Committee, Time Table Committee, NSS Activities Advisory Committee, Library Activities and Advisory Committee, MANA TV - Coordination Committee, Consumer Club, ECO - Club, Red-Ribbon Club Youth Red Cross, College Central Purchases Committee, Academic Audit Committee, Discipline Committee, Grievances Redressal Committee, PG Courses Committee, Anti Ragging Committee, etc.

The above committees involve everyone in the college as per his capability, expertise and interest .Students inclusion (not less than two in each every committee) was mandatory . Though some of the committees are at principal level

, some at faculty level, some at nonteaching level, the rest at student level , each and every decision was taken collectively , aiming at the bottom line ie the welfare and all round development of the prime stakeholder. As a result of freedom and participation of several functionaries in the institution especially students that permits and allows students to speak to Management regarding their grievances without any hesitation. In this aspect Principal and faculty members, administrative staff of the college felt very happy in answering and arranging the requirements to the students. Also the principal invites student organisations to examine the campus in a critical way about the educational ambiance, as external participative management and treating that crucial audit/ check point. Even prior to the entry of the leaders from outside, the nominated /elected student representatives of every class were given the freehand in complaining directly to the principal about any pending and unsolved issues ,related to amenities, fixation of examination dates, wearing uniform etc. Staff members and principal solve all the issues raised, and invite such type of interaction with students. Besides the Institution has CPDC (COLLEGE PLANNING AND DEVELOPMENT COUNCIL) consisting of prominent personalities of the town, educationists, alumni, senior faculty members and students in order to participate in Administration ,Management and Developmental activities.For illustration, the roles of committees are given hereunder.

Committee- Role

Internal Quality Assurance Cell - Institutionalisation of quality, data maintenance, submission of AQAR, Internal Audit, prepare for accreditation.

Examination Cell - Examination related activities

Special Fee Committee - Appropriate utilisation of special fees.

Women Empowerment Cell - Address to women related issues and conduct awareness programmes, short term skill training for girls.

JKC Committee - Train students in employable and other life skills. Organise drives on/and provide opportunities for placement.

Case study:

Scholarships Committee:

Vice-Principal of the college acts as the Convenor of Welfare Scholarships and other student support schemes committee. The main responsibility of the committee is to ensure the timely and fair disposition of scholarship funds. Each student seeking financial aid should submit an application to Government of Andhra Pradesh through college. The Post Matric Scholarship scheme in Andhra Pradesh is implemented through Jnanabhumi a complete digital and paperless platform from the year 2017. Nearly 90% of students apply for different types of scholarships. Some students are also getting National Merit Scholarship from Government of India. 75% aggregate attendance is mandatory for the applicant to get a scholarship. Amount released by the Government was scrutinized by college scholarship committee and based on student's attendance the scholarship amount was directly credited to students bank accounts.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/institutionleadershippractices
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response:

Every year perspective plans are evolved and deployed through action plans, academic and administrative activities and time to time review of respective outcomes to ensure the attainment of strategic plan. At every level there will be an effective monitoring and documentation. The perspective plan for development comprises the following:

- To achieve excellence in academics, teaching and learning
- To foster/facilitate a student centric development
- To provide better infrastructural facilities
- To enhance the social relevance of the institution
- To identify sources and mobilize funds
- To complete the automation process and achieving a paperless office administration.
- To empower the students through information, guidance, training and support services.
- To enhance the students' domain knowledge and soft skills through Jawahar Knowledge Centre (JKC).

Keeping in mind these goals, Departments developed their own strategic plans. To facilitate the process, faculty members from each Department/units visited premier institutions across the state and identified best practices followed in those institutions. This exercise not only proved to be an eye opener

to the strengths of the College but also pointed out areas where the Institution could improve in order to become a premier educational Institution in the state. This planning programme, has enabled the College to get ISO certification.

The institution promotes the culture of participative management by involving the teaching staff, non-teaching staff, students and other associates in decision making at various levels. The principal, as the head of the college monitors the day to day functionality of the college, co-ordinates all the departments in executing the plans with respect to the curricular and co-curricular activities. The Class counsellor system is in practice to develop good relation between student and teacher about their academics and other issues.

Successfully implemented activity:

- Implementation of new courses:

The college implemented new courses like B.SC MECS, B.Com Computers, B.Com Taxation and accounting in the year 2020-21. M.Com course admissions were also started in this academic year. Ours is the only Non-autonomous college in the

University which is offering B.Com Taxation and Accounting course. As ID college of the District our college always tries to introduce new courses which enhances knowledge and employability skills which is part of our Vision and Mission.

- **Blended Mode of learning:**

In view of Covid pandemic our college opted for blended mode of learning. Training classes were conducted to staff by our college along with APCCE on usage of various online teaching platforms like Cisco Webex, OBS etc., Our college also conducted two National webinars in this year one of which is related to Usage of ICT tools. No regular academic activity was disturbed and our staff and students tried hard and achieved satisfactory results in exams compared to previous year. In fact, this institution delivered a complete online teaching learning during lockdown period. Apart from regular academic activities we encouraged our students to participate in some online training programs like Spoken Tutorial in collaboration of Commissionerate of Collegiate Education, A.P with IIT Bombay and Cisco Networking Academy

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://scimgdctanuku.ac.in/institutionals/tragicplan
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

6.2.2 The functioning of institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

The Commissionerate of Collegiate Education is the Departmental Head Office for Collegiate Education in the State. The Department of Collegiate Education is under control of the Department of Higher Education at the State Government level. The Principal is the Chief Executive Officer of the college for all the administrative, academic and financial matters. He plans and supervises the execution of the academic activities of the teaching faculty as well as the administrative work of the non-teaching staff. The Vice-Principal and the Superintendent assist the Principal in managing academics and administration related tasks respectively. Various Committees and in-charges of departments and Senior Assistant in association with office staff execute policies.

College Planning and Development Council (CPDC) Functions:

- Prepares comprehensive development plan of the college.
- Recommends the introduction of new academic courses and self-financing courses.
- Encourages academic collaborations, use of ICT in teaching and learning and Promotion of research activities among staff and students.
- Recommends the welfare measures for students' and employees in the college
- Admission process is reviewed and adherence to the statutory norms is ensured.

Internal Quality Assurance Cell (IQAC): Functions

- Institutionalization of quality for conscious and consistent overall improvement of the institution.
- Develop mechanisms and procedures for ensuring timely, effective and progressive performance of academic and administrative activities.
- Use of pedagogical methods of teaching, learning and evaluation.
- Disseminate information on quality parameters for higher education.
- Organization of seminars, workshops on quality themes.
- Prepare perspective plan of the institution.

- Prepare Annual Quality Assurance Report of the institution.
- To conduct internal audit and recommend corrective measures for identified deviations.
- To prepare the college for assessment and accreditation by external agencies.

Service Rules and Regulations:

The service rules, procedures, recruitment and promotion in respect of staff are in accordance with the rules and regulations of Government of Andhra Pradesh and protocols prescribed by the UGC, State Government and Commissioner of Collegiate Education rules and guidelines.

Grievance Redressal Mechanism:

Grievances Committee headed by the Vice-Principal of the college caters to issues relating to teaching and non-teaching staff. The committee in co-ordination with the Principal ensures timely action on Service rules, promotional policies as well as temporary teachers recruitment notifications. Student

grievances are conveyed through Class Counselors or Class Representatives or IQAC or complaint box and redressed by the intervention of the Grievance Committee in an appropriate manner.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/institutional
Link to Organogram of the Institution webpage	http://scimgdctanuku.ac.in/organogram
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Since SCIM Government college is a Government college, the welfare measures for teaching and non-teaching staff are being facilitated/given and looked after by the Andhra Pradesh State Government with following provisions as Rules and Regulations.

List of existing Welfare Measures for Teaching Staff:

- Group Insurance Scheme (GIS)
- Pension to employees recruited before September 2004
- Contributory Pension to employees recruited after September 2004
- Andhra Pradesh Government Life Insurance
- Employee Health Scheme(EHS)
- Medical Reimbursement
- Leave Travelling Concession (LTC)
- Encashment of Earned Leave
- Half pay leave
- Home Loan
- GPF Loan
- Medical Leave
- Gratuity
- Special Casual leave for Women
- Child care leave
- Maternity leave
- Paternity leave
- Appointment of Descendants into the service of Deceased Employee on Compassionate Grounds.

List of existing Welfare Measures for Non- Teaching Staff:

- Festival Advance
- Education Loan
- Group Insurance Scheme (GIS)
- Pension to employees recruited before September 2004
- Contributory Pension to employees recruited after September 2004
- Andhra Pradesh Government Life Insurance
- Employee Health Scheme(EHS)
- Medical Reimbursement
- Leave Travelling Concession (LTC)
- Encashment of Earned Leave
- Half pay leave
- Home Loan
- GPF Loan
- Medical Leave
- Gratuity
- Child care leave
- Maternity leave
- Paternity leave

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- Gratuity
- Special Casual leave for Women
- Child care leave
- Maternity leave
- Paternity leave

• **List of existing Welfare Measures for Non- Teaching Staff:**

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- Medical Reimbursement
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- Encashment of Earned Leave
- Half pay leave
- Home Loan

- GPF Loan
- Medical Leave
- Gratuity
- Child care leave
- Maternity leave
- Paternity leave

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/welfaremeasure s
Upload any additional information	View File

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

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

9

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

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

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

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has Performance Appraisal System for teaching and non-teaching staff separately.

Teaching staff:

Based on the self-appraisal, APIs are submitted in the UGC prescribed format and Annual Self-Appraisal Report (ASAR) for the College Teachers (As per G.O. Ms. No. 14 Higher Education (UE) Department, Govt. A.P. Dated; 13-02-2019) by each staff member to IQAC at the end of the academic year. These formats are reviewed by the IQAC and the scores are allotted by the Principal based on the evidences and then submitted to the Commissioner of Collegiate Education.

Functioning Status of the Performance Appraisal:

Performance Appraisal of the teaching staff is made through Annual Self-Appraisal Report (ASAR). ASAR includes two categories

CATEGORY I: TEACHING (includes Lectures, Practicals, Tutorials and other teaching related Activities)

CATEGORY II: ACTIVITIES (Involvement in the College Students related Activities/ Research Activities)

IQAC recommends the teaching staff to prepare ASAR as mentioned above and submit at the end of academic year. IQAC scrutinizes and awards grades of each lecturer and submit to the Principal for awarding grades based on the performance in category I and category II.

Overall Grading Criteria:

Good: Good in Teaching (Category-I) and Good or Satisfactory in Activity (Category-II)

Satisfactory: Satisfactory in Teaching (Category-I) and Good or Satisfactory in Activity (Category-II).

Not Satisfactory: If neither Good nor Satisfactory in overall grading.

The Performance Appraisal Reports of the teaching staff are submitted to the Office of the CCE at the end of every academic

year. The State Teacher Awards are awarded based on the grades of the teachers. These grades are considered for Career Advancement Scheme. Points are allotted to teaching staff based on these grades during transfers.

Non-teaching staff:

The principal is authorized to maintain confidential reports of Non-teaching staff of the institution and produce at the time of their promotions to whatever higher cadre up to Senior Assistant and also during counseling for transfers.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/asar
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college has both internal and external audit mechanism. The college being a Government institution carries out financial transactions as per the guidelines of state government, University Grants Commission and the other funding Agencies. The accounts of the College are audited annually by the AG Audit of the Government of India. There are no major audit objections.

However, every month the accounts are reconciled with Treasury figures. If there are any deviations the mistakes are rectified immediately. The expenditure regarding salary bills, students strength, admission process, leave on duty register, purchase process, utilization of special fee, tuition fee etc., will be examined.

After the completion of financial year, the Utilization of UGC funds, Special Fee funds are audited by audit team from Commissioner of Collegiate Education. The government funds are audited by the team from the office of the Accountant General of Andhra Pradesh. At the end of every year the financial statements get audited by local auditor.

The Government of Andhra Pradesh has framed the audit mechanism for all the Government educational institutions. The Accountant General, AP, is the external auditor for the government institutions and audit team of the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education shall perform the internal audits periodically.

Apart from the above mechanism, the Principal of the college shall constitute the internal academic and administrative audit team to check the accuracy and transparency of the various internal Departments/sections/accounts yearly. The funds released from the various external bodies such as UGC, DST etc., shall be audited by the Chartered Accountant hired by the institution. The respective bodies shall perform the audit for the funds utilized upon the receipt of the audited utilization certificates, Income and Expenditure statements and bills.

If any discrepancy/objection is raised by the external bodies/audit parties during the external audits and internal audits performed by the Commissionerate of Collegiate Education, they will send a report/letter to the institution. Accordingly, the principal will submit the required data to the respective departments for waiver of the concerned objections. If the audit parties are not satisfied with the information provided for the objections, the funds will be recovered from the respective Institution/Principal or the Person responsible and also recommended for suitable disciplinary action.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/auditreports
Upload any additional information	View File

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

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

2.121

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

SCIM Government Degree & PG College Tanuku takes every possible effort towards resource mobilization and generating funds beyond the salary grant received from the Government of Andhra Pradesh, and revenue generated from the self financed stream. As a socially concerned non-profit institution, catering to the needs of various cross sections of the society, the College has a conscious policy of keeping the student fee affordable. The College constantly scouts for opportunities to receive grants and financial assistance from various Government Agencies such as RUSA, the UGC general assistance, DBT. The institution imparts its best attention as much to the mobilization of funds as to their proper utilization for achieving quality and excellence. The needs are assessed based on the strategic plans for short and long term requirements. The source to be tapped will be finalized based on the nature of requirement after thorough deliberations with appropriate bodies.

The institution invests its best efforts to mobilize both the internal and external resources. These resources are utilized solely for the purpose for which they are granted and records are maintained to that effect. The Utilization Certificates are promptly submitted to the authorities within the deadlines periodically so as to be eligible for future grants.

The college received funds from the following External Sources: State Government Funds,, RUSA (RashtriyaUchchatarShikshaAbhiyan) grants to improve the overall quality of the Institution .

The college received funds from the following Internal Sources: Special Fee, Fee for Restructured Courses, Fee for Self-financed

Courses, Fee for Skill Development Courses to pay for the additional expenditure incurred to run the courses.

The college was allocated INR. 3.00 Crores from NIRF of which 2.32 crores are for building & 80 lakhs for equipment.

College not only strives to generate funds from diverse sources without burdening the students, but also makes every effort to make optimal utilization of the funds mobilized by stringent fiscal

Funds received under CPDC (College Planning and Development Council):

- Donations from parents & public collected towards utilization of college grounds by outsiders Credited to CPDC account to incur for the maintenance of the campus and remunerations to the contingency staff.
- Donations received from the Alumni and the Philanthropists.

Proper Utilization of Resources:

1. Departments present their requirements in terms of physical infrastructure, laboratory equipment's, chemicals and human resources at the year end to the Principal. The committees and clubs present their needs based on the planned activities for the ensuing academic year and budget allocations are made for the same.
2. The finance committee comprising the Principal and senior faculty members screens the proposals and prioritizes them as per the needs and makes recommendations.
3. The Academic Cell of our college monitors the autonomous grants to the departments as per the norms.
4. Infrastructure expansion/maintenance/repairs is planned for and budgeted.
5. Budget allocation is made for AMC/maintenance of

equipment.

6. The departments and committees present their accounts at the end of the year for the amount spent.
7. Periodical internal and external audits ensure proper auditing and transparency.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/resources
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

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

Response

IQAC the advisory and evaluative body was instituted in the year 2007, as per guidance, with an aim to enhance quality. During the assessment period the IQAC was successful in implementing and introducing several curricular, co-curricular and extra-curricular activities. One of the major activities of IQAC is the implementation of CBCS for UG programmes.

The institution would like to highlight the following activities of the IQAC:

1. Participation in NIRF
2. Submit data every year to AISCHE
3. Submit data APSCHE
4. Submitted AQAR regularly
5. The college has been assessed and found to be in accordance with the requirements of the quality standards ISO 9001 : 2015 for providing educational services.
6. The college has been assessed and found to be in accordance with the requirements of the environmental standards ISO 14001 : 2015 for implementation of Greenery and Environmental Promotion Activities.
7. The college has been assessed and found to be in

accordance with the requirements of the environmental standards ISO 50001 : 2011 for the implementation of Energy Saving Practices.

8. Improved teaching-learning and evaluation process by adopting blended mode of

Teaching

1. Effective delivery of curriculum and enhanced usage of ICT tools
2. Enhanced research activities and publication of research articles
3. Introducing more new groups MECs, M.Com, B.Com (T&A)
4. Organising seminars/workshops/Conferences and endowment lecture series
5. Fulltime online classes
6. Appraised teaching standards through ASAR/AADPI
7. Organizing staff training programmes
8. Integrated curricular and co-curricular activities such as special lectures and

interactions with academic forerunners

The IQAC has initiated various quality enhancement measures and institutionalized them to ensure their sustainability. Three sample practices institutionalized by IQAC are narrated below

Smart campus :

IQAC initiated the slogan 'Smart campus' and number of measures have been initiated to realize this dream. The College uniform and ID card system have been introduced both as a disciplinary measure and also to confer the honour of the student's belongingness to this prestigious College. The Campus is Wi-Fi enabled with AP Fiber Grid connectivity of bandwidths of 10 Mbps and 100 Mbps to support digital classrooms & virtual

classrooms and EXCEL Media connectivity of 100 Mbps (computer lab), 50 Mbps (Physics for Biometric attendance), 50 Mbps (Commerce for Biometric attendance), 50 Mbps (JKC), 50 Mbps (Office). The IQAC has initiated massive Digitalization campaign in academics and administration. As part of it, 3 Digital Classrooms, 1 Virtual Classrooms and some classrooms have been provided with ICT based. The campus is under LAN and having internet facility. The office, the LRC and the Examination Section have been automated. The teaching and non-teaching faculty is deputed to digital training programs to enhance their competence. Curriculum is smartened with the introduction of Certificate /market oriented and Skill Development Programs.

Enhanced ICT facilities :

To meet the growing need of global knowledge requirement the institution motivated the faculty to adopt ICT enabled teaching methodology. Teachers and support staff are encouraged to participate in ICT training and Orientation programmes. Computer Science department arranged special talks and lectures on various topics to equip the students and the faculty about the innovations and paradigm shifts in their respective fields.

Swatch College :

To strengthen the mission of 'Swatch College' the IQAC has initiated a number of eco-friendly measures. Grid tied Solar power plant has been installed with a capacity to generate 5000 KWPH per annum which slashed power bills by 5%. The conventional electrical bulbs have been replaced with LED bulbs to save energy. Botanical Gardens, Herbal Medicinal plants and Green house have been developed. Vermi-Compost Unit has been started to recycle the solid and wet wastes in the college. The College observes every last day of the month as a 'Motor Vehicle Free Day'. Vanamahotsava practised every year in June with student volunteers to undertake plantation and maintenance of gardens.

FIT INDIA Movement :

FIT INDIA Movement was launched on 29th August, 2019 by Honourable Prime Minister with a view to make fitness an integral part of daily lives. The mission of the Movement is to bring about behavior changes and move towards a more physically active lifestyle. Towards achieving this mission, Fit India proposes to undertake various initiatives and conduct events to achieve the following objectives:

- To promote fitness as easy, fun and free.
- To spread awareness on fitness and various physical activities that promote fitness through focused campaigns.
- To encourage indigenous sports.
- To make fitness reach every school, college/university, panchayat/village, etc.
- To create a platform for citizens of India to share information, drive awareness and encourage sharing of personal fitness stories

Our college has taken it on a prestigious way to implement FIT India movement to our college students through programmes like Yoga Day celebrations, Health Awareness programmes etc.,

Promotion of Research Culture :

As a third quality initiative, the IQAC has undertaken to promote Research Culture among the staff and students.

- The teaching staff is encouraged to conduct & participate in seminars, workshops
- MOU linkages & collaborations are encouraged
- Webinars on ICT
- Research culture is inculcated at the student level as student study projects in cluster paper for 100 marks
- Students collaborate with faculty to submit research papers at seminars and workshops. The Innovation and Incubation Centre has been set to promote research attitude among students.
- All faculty qualified NET/APSET
- Major number of faculty registered in Ph.D

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/igac
Upload any additional information	View File

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

Response

IQAC of the college periodically reviews teaching learning process, its structures and methodologies of operations and learning outcomes. The IQAC undertakes a periodical review of teaching-learning activities such as the preparation Department activities, Annual Academic Plans, Teaching Diaries, Teaching Notes, Bridge Courses, Remedial Programs, implementation of ICT based pedagogical methods etc. A few sample IQAC initiatives are given below.

In the beginning of the academic year, the IQAC reviews the work load based on the sanctioned strength of students and recommends the Principal to appoint the required number of temporary or Contract Faculty to facilitate smooth running of classes. To facilitate student centric methods in teaching and learning, the Curricular Plans are designed to outline the pedagogy methods combined with curricular, co-curricular and extracurricular activities. With a view to revamp the existing lecture method, the IQAC held a series of meetings with senior faculty and pedagogy experts to devise a number of student centric pedagogy tools such as PPTs, AV aids, Group Discussions, games, Projects, Classroom seminars, interviews, role plays, surveys etc. to revitalize the teaching-learning scenario.

Academic Infrastructure in the college has been strengthened to create a congenial academic ambiance for teaching and learning. A great number of ICT classrooms, virtual classrooms and digital classrooms were established.

In view of COVID-19 the teaching learning process delivered through complete online teaching mode by purchasing Google workspace. After the lockdown a partial offline and partial online i.e., blended mode of teaching learning process was adopted.

Hands on experience' is provided to students through Internships, Project works, Field Trips and Summer Research Projects. Inter and intra institutional Seminars, workshops and symposia are organized to supplement the teaching learning activity. The faculty is deputed On Duty to participate in Orientation and Refresher courses, Seminars and workshops or any Skill Development Program. Teaching-learning is also strengthened by introduction of Certificate Courses, Foundation Courses, and Skill Development Courses and Value Education programs. Based on these feedbacks various innovative activities and reforms were introduced.

File Description	Documents
Paste link for additional information	http://scimgdctanuku.ac.in/igac
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://scimgdctanuku.ac.in/igac
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

AQAR 2020-21

7.1 - Institutional Values and Social Responsibilities

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

Response:

Specific facilities provided for women in terms of:

- a) Safety and security
- b) Counselling
- c) Common Rooms
- d) Day care centre for young children
- e) Any other relevant information

a) Safety and security: One among the many reasons for parents to choose a college for their girls is safety and security. The institute has internal arrangement for women safety and security. The institute has constituent bodies like Women Empowerment Cell, Anti-ragging Cell, Prevention of sexual harassment Committee, Student Redressal Cell and Discipline

Committee. Internal complaints committee also ensures the safety of women staff . Closed circuit cameras are installed. Since this institute is situated by the main road of the city, transport facility is very accessible. Students can be picked up and dropped at the main gate of the college.

b) Counselling: Any issue which makes inconvenient to the girls as well as the women faculty in the campus can be dealt with Women Empowerment Cell and Prevention of sexual harassment Committee. The majority students of this college come from different social sections and different family back grounds. Some students have really lack of family support particularly in terms of personal and academic matters. Women Empowerment Cell and Prevention of sexual harassment Committee and grievance and redressal Cell address all major problems faced by girls and women. The ward & mentor system addresses all individual issues and counsel them individually as well as group counselling. An online system was established to receive grievances from the students.

c) Day care centre for young children: College provides facility allotting an individual room with required provisions like lights, fans, ventilation and hooks for cradles, portable gas stoves for heating milk for feeding mothers from the staff to take care of the respective children.

d) Common Rooms: Common rooms are available with facilities like ladies waiting hall with dining facilities, Napkin vending machine, drinking water and rest rooms. The room of women empowerment cell also serves as common room for lady staff.

e) Any other relevant information: An additional 5 day special casual leave is given to lady staff as per Government provision. Apart from this several activities have been conducted to promote the gender equity. For example a martial art training programme was organised to learn self protection techniques. Awareness programmes like arranging extension lectures by prominent people on gender discrimination, juvenile justice act 2015 women commission, cyber crimes, personality development, health and hygiene, anti-ragging, POSCO act, domestic violence act, prevention of dowry act. Apart from this mobile teams are arranged in the campus to look after the safety and security of girl students in the working times. Further ward mentor system ensures the safety and security of girl students in all aspects.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The Institution maintains eco-friendly environment including shade yielding trees and properly monitored by gardening worker, sweepers and NSS units by implementing effective waste management. The students and faculties were also actively involved by knowing their perspective about the waste management techniques in the campus through activities like Swachh Bharat.

Dustbins for dry and wet solid waste are placed separately in every classroom, laboratory, rest room, staff room and office. The wet waste is being turned into bio fertilizer pits. With the help of municipality sanitary workers, large quantities of garbage transport to far-off dumps.

Students are made aware of consequences of drinking water waste. Waste water from the taps is discharged to garden and trees. The drainage system and underground sewage pipeline is

discharged liquid waste out of the institute through municipal drainage system. Other liquid waste from toilets etc., are discharged underground septic tanks.

This institution doesn't offer any medical and para medical courses. However, waste produced during lab activities in physics, chemistry and life sciences are disposed in a way that they never be a problem the environment. E.waste is being managed through open auction. A pond is established for harvesting of rain water. The hazardous and chemical waste is properly organised by the assistance of labs.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://scimgdctanuku.ac.in/solidwastemanagement
Any other relevant information	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered**

A. Any 4 or All of the above

<p>vehicles</p> <p>3. Pedestrian Friendly pathways</p> <p>4. Ban on use of Plastic</p> <p>5. landscaping with trees and plants</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
<p>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</p>	
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>A. Any 4 or all of the above</p>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>A. Any 4 or all of the above</p>

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The institution organizes and conducted some activities in campus as well as surrounding areas of the college to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. In this regard college adopted different kinds of policies like non-discrimination policy , ethics policy etc. to ensure inclusive and tolerance atmosphere in the campus. The internal compliance committee, ward mentor system, women empowerment cell, NSS etc help in maintaining hamony among the students. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. The institution celebrates the cultural and regional festivals, like Independence day, Republic Day, Birth and death anniversaries of National and International Leaders and important persons, New-year's day, teacher's day, freshers' day and farewell ceremony, induction program to the students, plantation, Women's Day, Yoga Day, NSS and Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Our students also participated as volunteers at temples in festivals fairs, polling booth and even in Lock Down times in COVID 19. Besides academic and cultural activities, we have built up many strong infrastructures for a variety of

sports activities for the physical development of the students. Students from a spectrum of diverse sections have been involved in around 30 administrative committees. The way in which College organizes NSS activities and other cultural and sports events so as to mould the students to adjust and work with all kinds of students with communal social harmony.

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

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

AQAR 2020-21 7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

S.NO	DATE	NAME OF THE ACTIVITY	NAME OF THE DEPARTMENT	LECTURER/STAFF INCHARGE
1	14.06.20	World Blood Donor Day	Red Ribbon Club	T. sony
2	04.07.20	Alluri Sitarama Raju jayanthi	History	Sri Siva Prakash
3	11.07.20	World Population Day	Economics	Sri J. Sujnana Raju
4	15.08.20	Independence Day	College	Principal
5	05.09.20	Teachers Day	All Teachers	Principal
6	16.09.20	Ozone Day(Seminar on Global Warming)	Chemistry &Physics	Sri C. J. N. Rajkumar&Sri P. V. L. Narayana
7	02.10.20	Gandhiji & Lal Bahadur Sastry Birth Anniverasries	College	Dr. M. Srinivasa Prasad
8	04.10.20	Blood Donation Camp	NS Units, Zoology	Sri B. Ravi Kumar & B. Lakshmi & Smt. T. sony
9	17.10.20	Awareness Programme On The Eve Of world Poverty Eradication Day	Economics	J. Srujana Raju
10	31.10.20	National ekta divas	College	Principal
11	11.11.20	National Education Day	English, History & Political Science	Sri R. Ch. Nageswara Rao, Sri V. Siva prakash & Smt. M. R. Rajya Lakshmi
12	14.11.20	Children's day	College	Principal
13	23.11.20	Rally On The Eve Of Communal Harmony Day	NSS NSS Programme Officers - I & II	14
14	26.11.20	National Constitutional day	Political Science	Smt. M. Rajya Lakshmi
15	16	28.11.20	Jyothi Bai Phule Jayanthi	History
16	30.11.20	Mahakavi Gurajada Apparao Vardhanthi	Telugu	Smt. Ch. jagadambika
17	02.12.20	World Population Control Day	Chemistry & Physics	Sri C. J. N. Raj Kumar
18	06.12.20	Death Anniversary Of Dr.B.R.Ambedkar &Obituary to Nelson Mandela	History	NS Program Officer - I&II,

sri Siva Prakash 20 10.12.20 World Human Rights Day NSS & History Sri Siva Prakash 21 06.01.21 Awareness Lecture On Gender Discrimination Women Empowerment Smt. B.Lakshmi 22 25.01.21 National voter's day College Principal 23 26.01.21 Republic Day College Principal 24 08.03.21 International Women's Day Women Empowerment Smt. B. Lakshmi 25 03.04.21 Awareness Activity /Guest Lecture on the Rights Provided by Juvenile Justice Act 2015 Women Empowerment Smt. B. Lakshmi 26 14.04.21 Dr.B.R.Ambedkar Jayanthi History Sri Siva Prakash 27 26.08.21 National Women's Equality Day Women Empowerment Smt. B. Lakshmi

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

AQAR 2020 -21

7.1.11 - Institution Celebrates / Organizes National and International Commemorative Days, Events and Festivals.

S.NO

DATE

NAME OF THE ACTIVITY

NAME OF THE DEPARTMENT

LECTURER/STAFF INCHARGE

1

14.06.20

World Blood Donor Day

Red Ribbon Club

T Sony

2

15.08.20

Independence Day

College

Principal

3

29.08.20

Telugu Bhasha Dinotsavam

Telugu

Smt.Ch.Jagadambika

4

05.09.20

Teachers Day

All Teachers

Principal

5

08.09.20

International Literacy Day

English & Telugu

Sri R.Ch.Nageswararao

6

16.09.20

Ozone Day(Seminar on Global Warming)

Chemistry & Physics

Sri C.J.N.Rajkumar& Sri P.V.L.Narayana

7

24.09.20

NSS Day

NSS Units

Sri B.Ravikmar&B.Lakshmi

8

02.10.20

Gandhiji&LalBahadurSastry Birth Anniverasries

College

Dr.M.Srinivasa Prasad

9

04.10.20

Blood Donation Camp

NSS Units , Zoology

Sri B.Ravikumar&B.Lakshmi&Smt.T.Sony

10

13.10.20

English Language Day

English

Sri R.Ch.Nageswararao

11

16.10.20

World Food Day

Botany &Chemistry &Zoology

N.I.D.Prasad&Sri P.Srinivasa Rao

12

17.10.20

Awareness Programme On The Eve Of world Poverty Eradication Day

Economics

J.Srujana Raju

13

31.10.20

National Integration Day

College

Principal

14

07.11.20

World Population Day

Economics

J.Srujana Raju

15

10.11.20

World Science Day

Botany & Chemistry & Zoology

Sri C.J.N.Kumar

16

11.11.20

National Education Day

English, History & Political Science

Sri R.Ch.Nageswara Rao & Sri V.SivaPrakash & Smt.M.Rajya lakshmi

17

14.11.20

Childrens Day

College

Principal

14.11.20

National Library Day

Library & Information Science

T.P.V.Sagar

18

21.12 20

Vanamahotsavam

NSS

Sr. B. Ravi Kumar & Smt. B. Lakshmi

19

23.11.20

Rally On The Eve Of Communal Harmony Day

NSS

NSS PROGRAM Offcers - I &II

20

26.11.20

Constitutional Day

Political Science &History

Smt.N.Rajya Lakshmi & Sri Siva Prakash

21

28.11.20

Personality Development Counselling

Women Empowerment

Sri. B.Durga Lakshmi

22

28.11.20

Jyothi Bai PhuleJayanthi

History

Sri. Siva prakash

23

30.11.20

MahakaviGurajadaApparaoVardhanthi

Telugu

Smt. Ch. Jagadambika

24

01.12.20

World Aids Day

Micro Biology

Smt.T.Sony

25

02.12.20

World Population Control Day

Chemistry & Physics

Sri C. J. N. Raj kumar

26

06.12.20

Death Anniversary Of Dr.B.R.Ambedkar &Obituary to Nelson Mandela

History

NSS Programme Officer - I&II, Sri. Siva prakash

27

10.12.20

Noble Prize Day

Chemistry

Sri C.J.N.Rajkumar

28

10.12.20

World Human Rights Day

Nss& History

Sri. Siva prakash

29

11.12.20

Women's Equality Day

Women Empowerment

Smt.A.Maruthi Devi Chowdary

30

15.12.20

World Zoonotic Day

Micro Biology

T.Sony

31

22.12.20

National Mathematics Day

Mathematics

Sri G.ChandraSekhar

32

03.01.21

Smt.Savitri Bai PhuleJayanthi

DRC

DRC Coordinator

33

04.01.21

World Braille Day

DRC & English

Sri. R.Ch.Nageswara Rao

34

12.01.21

National Youth Day

Telugu

Smt.Ch. Jagadambika

35

25.01.21

National Voters Day

History

Sri V.Siva Prakash

36

26.01.21

Republic Day

College

Principal

37

20.02.21

AntarjateeyaMatruBhashaDinotsavam

Telugu

Smt. Ch. Jagadambika

38

08.03.21

International Women's Day

Women Empowerment

Smt. B. Durga Lakshmi

39

14.04.21

Dr.B.R.Ambedkar Jayanthi

History

Sri Siva prakash

40

14.06.21

World Blood Donor Day

Red Ribbon Club

Smt.T.Sony

41

06.07.21

World Zoonotic Day

Micro Biology

T.Sony

42

15.08.21

Indapendance Day

College

Principal

43

26.08.21

National Women'S Equality Day

Women Empowerment

Smt.A.Maruti Devi Chowdary

44

29.08.21

Telugu Bhasha Dinotsavam

Telugu

Smt.Ch.Jagadambika

45

05.09.21

Teachers Day

All Teachers

Principal

46

08.09.21

International Literacy Day

English & Telugu

Sri C.J.N.Raj Kumar

47

16.09.21

Ozone Day

Chemistry & Physics

Sri P.V.L.Narayana

48

24.09.21

NSS Day

NSS Units

Dr.O.A.R.Kishore

49

28.09.21

GurramJashuvaJayanthi

Telugu

Smt. Ch. Jagadambika

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice-1

Title of the Practice: Transforming the life style from static to dynamic in accordance with the spirit of "Fit India".

The Context: -

FIT INDIA movement was launched by honourable Prime Minister, Sh. Narendra Modi, on National Sports Day, 29th August, 2019. This movement aims to create motivation among the masses of the country to become fitter through various activities. Considering the fitness is an integral part of our

daily lives, we adopt this practice.

Objectives of the practice: -

- To promote fitness to students and teachers.
- To aware local and surrounding people on fitness focused campaigns.
- To encourage local sports to play students.
- To create flat farm for students and faculty to share information, awareness and encourage sharing of personal fitness stories.
- To create awareness on balanced diet.
- To create awareness on disadvantages of online video games which are not dynamic physically, junk foods, other unhealthy habits.

Practice: -

'A Healthy mind in a healthy body'

Keeping this motto in mind, this institute follows the spirit of Fit India Movement through the following activities.

- Principal made it mandatory that all teaching and administrative staff should spend minimum of one hour time from 4 PM to 5 PM in the ground for walking , jogging, and sports activities.
- Principal made it compulsory that every student must spend at least one hour in the ground actively and made the arrangements accordingly.
- Periodically arrangements are made to make awareness on the necessity to change the life style for both students and staff.
- College Conducts awareness programmes to students our country rich sporting history, including indigenous sports like Chedugudu (Kabaddi), Yoga and martial arts like KALARI PAYAT , MARMA KALARI etc.,
- College allotted sufficient hours for Sports, Extra-Curricular and NSS activities in college time table.
- College provided Sufficient facilitates outdoor activities for physical exercise.
- College provided Open gym, shuttle courts, cricket ground etc.

Obstacles faced / problems encountered: -

- There is no regular Physical Director to monitor these activities.
- Since COVID-19 pandemic prevailed all over the world, the educational institutes shut in Lock Down in 1st wave and Lock Down in 2nd wave. During these days' students confined their homes, classes done through online only. However, being fit is take a vital aspect in COVID times.
- Even after classes are resumed physical distance is preferred over social gathering in this pandemic situation.
- During Online classes, keeping pupil physically active is a big deal.

Impact of the practice, evidence of success: -

- One student got selection to play at national level in kabaddi.
- Two students got selection to play kabaddi at university level.
- This practice has changed the people's perspective towards physical fitness and mental health, particularly in pandemic situation. Having awareness on Yoga, Meditation and Indoor physical exercises through Fit India Movement, the students and faculty tackle the stress in pandemic lock down.
- The best evidence of this practice is some students as well as some faculty do walk in college ground every day after college hours are over.
- Majority of the stake holders of the college changed their life styles.

BEST PRACTICE-2

1.Title of the practice:

Online Grievance Redressal Cell or Online Ombudsman Cell.

2.Context:

In view of COVID-19 pandemic, to avoid all physical contacts regarding this Ombudsman, it is updated and upgraded into online mode.

3. Objective of the practice:

- To stop or not to expand the pandemic regarding registering complaints in the Ombudsman system.
- To ensure a transparent mechanism to resolve/address the grievances of the stake holders of the college.
- To ensure time bounded response/action from the management of the college.
- To lodge complaints by the students without any hesitation.
- To give assurance that the opinions of complainant and management are respected and also to give assurance that no one is either discrimination or victimized.
- To receive advises suggestions from stake holders for further development broadly.
- To resolve the issues / queries of the stake holders without compromising of ethics.

4.The Practice:

This is a highly sophisticated to automate the process of resolving grievances very right from beginning of the registration of the complaint to its closer. It also strives the optimal strategies to assure the grievances get attended within the desired timeline. Otherwise it allows the cell to escalate to higher authorities for proper attention and intervention.

The Stake holders can lodge complaint by registering in the online Ombudsman system which is available in a window of website. Consequently an acknowledge number of the grievance will be communicated through email, which is auto generated, to the complainant and also and auto generated alert is communicated to administrator of the Ombudsman Cell. Further the administrator forwards the issue to the respective in charge who is responsible for the specific complaint category. Once the complaint is addressed and alert message will be communicated to complainant of the verification.

- The user friendly interface of the system reduces the

distance and time barrier between users and institute management to create responsive and cordial situation in the institute.

- They can register complaints/raise grievances without fear just using login page regarding admissions, payment of fees, discrimination of caste and gender, scholarships, evaluations, harassment etc.
- It offers a fair and speedy means of grievance to the aggrieved person and cell members in a discreet manner.

5. Obstacles Faced / Problems encountered:

- It took lot of time to mould the stake holders to transform into complaint in online mode.
- It become an herculean task to make aware all the stake holders about this online grievance Redressal cell because all of them formally habituated to offline mode in raising the grievance.

6. Impact of the Practice and evidence of success:

- Scholarships dispersed within time. In previous days there were some delays in dispersing the scholarships.
- In feedback students opined that the issues regarding toilets and drinking water and other basic facilities like fans have been resolved more quickly than that of earlier.
- There have been no protests from the students regarding delay in delivery of every service of them.

7. Notes:

In this upgraded online Ombudsman System / online Grievance Redressal Cell it is ensured that the details of complainant on the sensitive issues are kept confidential to keep the college environment harmonious condition.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

within 200 words

AQAR 2020-21

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

To transform the students as responsible citizens and involving them in community service, the institute has established a data bank of blood donors. A committee is constituted to supervise the activities of this establishment. This committee works in coordination with NSS and Red Ribbon Club.

Plan of action: With the assistance of Red Cross Society or Government Hospital, the institute organises a camp for testing blood group for the blood donors. Later, these donors are classified into groups based on the blood group they belonged. All this data is displayed in the college website i.e., www.scimgdctanuku.ac.in. The Principal or Vice-Principal is kept in charge and given the access of this data. If any person needs this help, concerned people can approach the college with a request letter along with hospital prescription for the blood with name of the patient and name of the group of the blood or can post the request in online in our website. This request forwarded to the donors of respective blood groups. One of the willing or responded donor will be picked. His/her contact details of donor will be shared to the required persons. These persons shall arrange the transport to this donor otherwise, the donor will attend on his/her own transport.

This is an establishment with the commitment of community service which is completely distinctive to the priority and thrust of the institution.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

AQAR 2020-21

7.3.2. Plan of action for the next Academic Year.

1. To have an MoU with Government Hospital for conducting camp for Blood Grouping.
2. To have an MoU with Red Cross Society to strengthen this practice.
3. To have an MoU with 'Manavatha' a non-government organisation to strengthen this practice.
4. To have an MoU with Lions Club to strengthen this practice.
5. To have an MoU with Rotary Club to strengthen this practice.
6. To have involve alumni and public to strengthen this practice
7. To arrange Bulk Blood Donation Programme on some Special Day