

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

In the beginning of the academic year, institutional plan is drafted and approved by the staff council and ratified by the CPDC. This plan gives a bird's eye view of timelines of

1. Curricular activities like conducting internal examination and its evaluation, revision etc.,
2. Co-curricular activities group discussions, quiz programs
3. Extra-curricular activities like NSS regular, special camp activities, sports activities
4. Extension activities like awareness programs on different social evils, health & hygiene.
5. Other activities such as events of National importance, organizing the events of National voter's Day, women's Day etc. are planned before the beginning of the academic year.
6. Each lecturer prepares annual academic plan, synopsis of the topics which are to be covered in advance and gets approved by concerned In Charge and principal. This plan is circulated among students and uploaded in the website. 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 & principal for ratification. Further principal makes appraisal visits to the classes and tallies these records with the feedback given by students.
7. In-charge of respective department verifies assignments/ project works etc of each student on par with concerned lecturer.
8. IQAC plays a vital role in executing the plan of transacting curriculum by taking feedback from each stake holder and by analyzing it.

The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The 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 and college websites. It comprises important dates for students as well as teachers such as semester-end exams. These are informed to students through student notice board, college website and verbally by the faculty members.

IQAC has chalked out a plan involving various student centric activities at the beginning of academic year for its implementation. It continuously monitors teaching- learning activities by collecting student's feedback and analyzing it. It improves the teaching learning process by giving suggestions to the faculty and guides them. 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. These 25 marks of internal assessment are designed 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 from 2022-23 (1) Two Mid exams, one for 20 marks and other for 15 are conducted (2) For other components of evaluation (Seminars, GD's, Assignments, Clean and green etc.) 15 marks are considered and this total 50 marks is averaged to 25 marks (3) Practical Exams, in each Semester-End exam for 50 marks will be conducted

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1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 14

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1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 26.42

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
147	214	175	184	179

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1.3 Curriculum Enrichment

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

Response:

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 integrate issues related to either gender, or environment, or human values or professional ethics .

S. No	Course Name	Preferred Teaching Department	
1	Human Values and Professional Ethics	English/Telugu/Any Dept	
2	Entrepreneurship	Commerce	
3	Information and Communication Technology (ICT)	Computers	
4	Compulsory Environmental Education (EE)	Botany/Zoology/Environmental Any dept	
5	Personality Development and Leadership (PDL)	English/Any Department	
6	Analytical Skills (AS)	Maths/Statistics	
7	Indian Culture and Science (ICS)	History/Telugu	

The Women Empowerment Cell and IQAC in the institute deal with the gender related issues. Guest lectures were conducted on Laws of Women on Women's Day, Anti-ragging, and they celebrated birth days of women reformers. They have been very proactive in conducting different extension activities not only in college premises but also in adopted villages. Internal Quality Assurance Cell of the college focuses on women empowerment activities through departmental activities. The IQAC integrates gender related issues in the curriculum and gives 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. '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 pollution and solid waste management. The students witness the hands-on experiences in environment conservation practices

and understand sustainability efforts. Every year, N.S.S. units undertake several 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 also organized to create awareness about nature, biodiversity, environment, and sustainability. The institute involved making the campus green by continuous plantations, undertaking waste management, using solar energy, and participating in Swachh Bharat. The college celebrates 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 a Life Skill Courses. The course consists of understanding the need, basic guidelines, content, process of Value Education, Understanding the thought provoking issues; need for Values in our daily life Choices of making, Choosing, Cherishing & Acting, Classification of Value Education, understanding Personal Values, Social Values, Moral Values & Spiritual Values, understanding the positive co-operation, Respecting the competence of other professions. Different social activities like Health and Hygiene awareness programs, medical check-up camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

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1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 56.7

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 423

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1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

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