



Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	S. K. B. R. GOVERNMENT DEGREE COLLEGE
Name of the head of the Institution	Dr J Lakshmi Kumari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08642222020
Mobile no.	9491880547
Registered Email	macherlajkc@gmail.com
Alternate Email	skbriqac@gmail.com
Address	Srisilam Road
City/Town	Macherla
State/UT	Andhra Pradesh
Pincode	522426
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban

Financial Status	state
Name of the IQAC co-ordinator/Director	Rahamat Unnisa Begum
Phone no/Alternate Phone no.	+918985202071
Mobile no.	8985202071
Registered Email	bezawadasubbarao1@gmail.com
Alternate Email	skbriqac@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.skbrgdcml.ac.in/AQAR%202018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://skbrgdcml.ac.in/Academic%20Calender%20ANU%2019-20.pdf

5. Accrediation Details

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

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

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
IQAC and the department of Commerce together planned a field visit to LIC https://docs.google.com/document/d/1hDWYzZIU-seVSqulan3LmrOjWldIdDvM/edit?usp=sharing&ouid=105601419102390832650&rtpof=true&sd=true	13-Feb-2020 1	25

conducted a programme on Management of Waste Material	08-Jan-2020 1	20
organized meditation programme on Success Attitude	12-Dec-2019 1	40

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT /ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Infrastructure grants component	RUSA	2019 1825	10000000

[View File](#)

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Swachha Pakwada programme N.C.C Unit Janmabhoomi Maa Vooru Programmes Career Guidance Programme Vigilance awareness week

Constitution day Celebrations

[View File](#)

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

Plan of Action	Achivements/Outcomes
To Encourage the staff conducting Guest lectures	All departments of our college organized guest lecture programmes

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff council	14-Jul-2021

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

20-Dec-2019

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. E words

It has been the motto of this college to offer quality education and effective and result-oriented pedagogical processes. As part of curriculum delivery to the student, a mix of offline and online pedagogical tools is adopted to ensure that the registered students acquire

comprehensive understanding of the learning material and develop the expected of them by the end of their respective programmes. The curriculum offered in this college is prepared and revised from time to time by the Andhra Pradesh State Council for Higher Education (APSCHE), which is necessary, to suit the needs of the student community pursuing undergraduate programmes under the affiliating university, modified by the university's Board of Studies in the respective subjects. After the affiliating colleges are instructed to adopt the modified syllabus, the college exercises the teaching and learning activities. The college puts in the practice of getting the content delivered the best in business by the faculty who get recruited by the APPSC through the rigorous competitive examination and interview. Apart from the direct recruits, the qualified faculty from the junior colleges are also promoted through a transparent mechanism and implemented by the Government of Andhra Pradesh. Even the contract faculty are also recruited by the competent panel approved by the competent authorities in the government. Thus, there is no compromise in the quality of the faculty acquired to deliver the content. Every year, before the start of the academic calendar, the faculty of the concerned department meet to deliberate on how best to carry out the teaching and learning activities in their departments. The deliberations include not only the pedagogical aspects but also the assessment criteria and procedures for formative assessment. These plans are submitted to the IQAC Coordinator, who, in consultation with the Principal, approves the plans and supervises the implementation from time to time to ensure compliance to the plan and deal with digressions if necessary or make modifications as and when required. Moreover, the college administration conducts periodical meetings with the students and parents to get their feedback on not just the curricula offered but the delivery of the curricula as well. It enables the college administration to make required course correction. As the undergraduate programmes are offered through Semester system, the administration ensures the workload from the department heads concerned and ensures it is equitably distributed among the lecturers so that there cannot be any dilution in the quality of content delivery. A thorough examination of the work done facilitates the preparation of an effective timetable to deliver the prescribed syllabus. Content delivery is done through ICT tools such as recorded and live videos. Quizzes, Group Discussions and Student seminars are also planned and executed from time to time as part of learning and assessment. In addition, the college keeps a well-furnished and updated library with internet accessibility at the disposal of the students. The college keeps the laboratories for various subjects in working condition to provide hands-on exposure to the students.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Details
Certificate Course in medical Laboratory	Nil	01/09/2019	60	Students get opportunity to join as a Lab Technician	Student Me

Technology					
Water Analysis	Nil	21/08/2019	80	Get opportunity to analyze the water at various places of macherla	st c a

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Intro
No Data Entered/Not Applicable !!!		
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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented in affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Cour
Number of Students	28	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Student
Analysis of Carbohydrates	02/12/2019	12
Telugu Sahityam Prapanchikarana	04/08/2019	45
Nil	11/07/2019	10

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1.3.2 - Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled in Projects / Internships
BA	HHistory, Economics, Political Science	10
BCom	Commerce	6
BCom	Commerce and Computer Science	8

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback is an indispensable part of the teaching and learning process. Feedback on not only the faculty but also the curriculum is periodically sought from the students by the IQAC members to ascertain the satisfaction levels of the students about their progress. In addition, at the end of each semester, feedback is taken from the students, faculty, parents and employers to measure the satisfactory levels of these stakeholders about the curriculum, pedagogy and facilities for learning provided by the college. As soon as the feedback is obtained, a meeting with all the staff members is called for to discuss SOPs (Standard Operating Procedures) to identify shortcomings, if any, in terms of the teaching and learning processes and address them. If there is any lacuna in the performance of any lecturer, he/she will be intimated to him/her with necessary inputs for improvement. If there is any systemic shortcoming, an appropriate course correction is initiated and dealt with promptly. Meanwhile, in one of the interactive sessions with parents, we received the feedback that there is a need to conduct more number of seminars, and workshops. The management has taken note of the opinion of the parents and directed the faculty to think about organizing seminars and workshop wherever necessary. In the meantime, towards the end of this academic year, when the COVID-19 hit us hard, content delivery has gone online, so has the feedback. The MIS Committee scheduled the classes and at the completion of the class, feedback forms were shared online and the students were asked to give their feedback online. The received feedback was then shared with the respective lecturers for further action.

CRITERION II - TEACHING- LEARNING AND EVALUATION**2.1 - Student Enrolment and Profile****2.1.1 - Demand Ratio during the year**

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received
BCom	Computers	40	10
BSc	Maths, Physics, Computer Science	30	20
BSc	Maths, Physics, Chemistry	60	11

BSc	Chemistry, Botany, Zoology	30	19
BCom	General	40	22
BA	History, Economics, Political Science	60	26

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of fulltime teachers available in the institution teaching both UG and PG courses
2019	310	13	20	Nil	

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-re tech
20	17	2	3	3	

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

The college puts in great efforts to nurture the students and promote their all-round development. It puts in place a comprehensive ward counselling system both male and female students where a faculty is assigned around 15 to 20 students. He/she is tasked with regular monitoring of the students by constantly keeping in touch with them and addressing the issues as and when they arise. In the process, he/she keeps their parents in the loop so that the parents can have an understanding of the issues faced by their wards and be empathetic with their children. Besides, the faculty concerned is required to maintain a record of the students who have taken the counselling and the progress they have made in overcoming the problems they are confronted with. At times, the college organizes counselling sessions with the locally available psychiatrists and law-enforcing agencies to sensitize the students against sexual harassment and advise especially the women students on their safety measures. In the existing counselling system of the college, there is a hierarchical set-up with the principal as the chairperson and senior lecturer as the convenor. They constantly meet the ward counsellors and monitor the functioning of the counsels, giving, if needed, suggestions and any other support. This well-placed system has provided immense assistance to the students even during the COVID times. As the college has students from economically-disadvantaged sections of the remote villages around Macherla, most of the students are required to stay in welfare hostels, they need moral support and consistent guidance from individuals. That role is fulfilled by the mentors of the college, who keep monitoring the students' progress.

participation in the academic and co-curricular activities in the campus, which helps the men comprehensive idea on the skill-set of the students and suggest necessary course correction underperforming students. This practice has the potential impact on the students' active part the teaching and learning practices undertaken in the college

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : M
310	20	1 :

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. w
24	20	4	Nill	

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fe received from Govern recognized bod
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No Data Entered/Not Applicable !!!

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of semester-end/ ye examination
BA	U1	ODD	Nill	Nill
BCom	U2	ODD	Nill	Nill

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level

The formative assessment is as crucial as the summative assessment the end of each semester. The formative assessment is carried out continuous basis in the campus through various testing models such as quizzes, group discussions, slip tests, seminars, assignments, projects, mid-exams, etc. depending on the subject requirements. For smooth conduct of the mid-exams, we have framed an Internal Examination Committee with a Coordinator and two members to assist the Coordinator part of the APSCHE's CBCS framework, internal evaluation comprises : for each paper. As per the guidelines issued with regard to the internal assessment, the college earmarks 15 marks for mid-exam, 5 marks for assignment/seminar/study project, etc. and 5 marks for attendance of student. The activities conducted are at the discretion of the le

concerned, who takes a decision, based the content to be delivered a by the student, as to which activity suits the needs of the content the performance of the student is continuously monitored and shared with counsellors for necessary action. Accordingly, remedial classes are provided for the slow learners on regular basis in such way that they do not interfere with regular schedule of the classes. This way, the students do not miss their regular learning activities while improving on their weak areas. At the end of each semester, the total marks obtained by the students are entered in the Central Marks Register maintained by the affiliating university.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related activities (in words)

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

2.6 - Student Performance and Learning Outcomes

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

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

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
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U1	BA	HISTORY, ECONOMICS, POLITICAL SCIENCE	18	17
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2.7 - Student Satisfaction Survey

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

<http://skbrgdcml.ac.in/SSS%202019-20.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organi

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

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	
SUBMISSION OF PATENTS	CHEMISTRY	12/
PREPARATION OF SSR	COMPUTER SCIENCE	04/
WORKSHOP ON MATHEMATICAL SKILLS	MATHEMATICS	08/

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Ni

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International	
0	0	0	

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

Name of the Department	Number of PhD's Awarded
COMPUTER SCIENCE	1

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

Type	Department	Number of Publication	Average Impact Fac
International	COMPUTER SCIENCE	3	Nil

No file uploaded.

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

Department	Number of Publication
PHYSICAL EDUCATION	1

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number exclu ci
0	0	0	Nil	0	0	1

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional a mentione publica
0	0	0	Nil	Nil	Nil	0

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

Number of Faculty	International	National	State
Presented papers	2	Nil	Nil

No file uploaded.

3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
AWRENESS ABOUT POLLUTION	NSS	4	102

[View File](#)

3.4.2 - Awards and recognition received for extension activities from Government and other recognised bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students benefited
0	0	0	Nil

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

Name of the scheme	Organising unit/Agency /collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Community Awareness Programme	NSS	AWRENESS ABOUT POLLUTION	4	102

[View File](#)

3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support
No Data Entered/Not Applicable !!!		

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
industry	project work	Fish Seed Farm V.P South, and Anupu.	07/02/2020	13/02/2020

No file uploaded.

3.5.3 - MoUs signed with institutions of national, international importance, other universities, in corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated in MoUs
No Data Entered/Not Applicable !!!			

No file uploaded.

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	5878453

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Nil
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

No file uploaded.

4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of purchase
e-Lib	Partially	Nil	2018

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total
Text Books	25579	960004	Nil	Nil	25579
Reference Books	1084	139178	Nil	Nil	1084
Journals	25	61858	Nil	Nil	25
e-Journals	9866	32975	Nil	Nil	9866
CD & Video	90	Nil	Nil	Nil	90

No file uploaded.

4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CI Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & ins (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch e-content
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No Data Entered/Not Applicable !!!

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availa Bandwi (MBPS/G
Existing	50	1	1	2	1	3	13	30
Added	0	0	0	0	0	0	0	0
Total	50	1	1	2	1	3	13	30

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

30 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre ar facility
0	Nil

4.4 - Maintenance of Campus Infrastructure

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

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

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

The college has put in place a Standard Operating Procedure for maintenance and utilization of various laboratories, library and infrastructure. It keeps well-furnished and well-equipped laboratories in various departments and every year it takes up the repairs of damaged equipment and purchase, whenever the government sanctions the budget. As a government-run institution, of new equipment keeping in view the curriculum of the syllabi. At the beginning of the new academic year, the heads

departments and the physical director take the stock of the available equipment, its working status and new requirement. After that, a meeting of all the departmental heads will be convened under the aegis of the Principal to discuss the budgetary allocations for each of the departments. Accordingly, resolutions will be prepared for the procurement of equipment and repairing of the existing equipment. As for the sports facilities, the fees collected through the special category will be allocated to the upkeep of the existing sports facilities, both indoor and outdoor, and purchase of various articles needed for everyday use. The PD makes a list of all the items to be procured and submits the list to the principal, who gives careful consideration and required additions and deletions, approves the final list and the times will be provided to the department of physical education. With regard to the library, the librarian is tasked with procuring new books every year under various budgets allocated by the Government of Andhra Pradesh and the UGC. And the list of new books to be procured is sought from the heads of the respective departments whenever there is a periodical updation of the syllabi by APSCE. The librarian keeps track of the books and catalogues them before starting the issuance of the books to both the students and the faculty. The books are meant to be kept on a limited period of time by an individual student post that time, the student may have to either renew it, which will be accepted based on the deposit, or pay the fine. Lecturers can borrow as many books as they feel necessary. Students also have to return the books after the end of the semester.

<http://skbrgdcml.ac.in/infra.html>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount
Financial Support from institution	AP SOCIAL WELFARE SCHEME	184	
Financial Support from Other Sources			
a) National	Nil	Nil	
b) International	Nil	Nil	

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Me

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
MATHEMATICAL APPLICATIONS IN DAILY	04/02/2020	38	Dr.M.Ramesh, SSN College, Narasaraopet

LIFE			
SCIENCE EXHIBITION	25/11/2019	26	SKBR Government D College
'DISEASE IN DIARY FARMING'	15/02/2020	26	DR. B. SUBBA RAO VE' DOCTOR VETERINARY H MACHERLA

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam
2019	Career Orientation Programme	1	25	1

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevent harassment and ragging cases during the year

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

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	

No Data Entered/Not Applicable !!!

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Number of students progressing to higher education
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No Data Entered/Not Applicable !!!

No file uploaded.

5.2.3 - Students qualifying in state/ national/ international level examinations during the year (e.g. JEE/NEET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Rangoli	College Level	51
Sports Day	College Level	60

No file uploaded.

5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number
2019	Nill	Nill	Nill	Nill	Nill

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

Student council representing all B.A., B.Com., B.Sc. programmes is every year in our college. It is a democratic body consisting, under the guidance of one senior faculty, of one President, One Secretary, Treasurer, three Vice Presidents, three Joint Secretaries and nine members. Student council brings various problems of students to the notice of the lecturer concerned or the principal. It conducts interaction sessions for freshers and explains the facilities which are available in the campus. It guides the freshers to bring to the notice of the Council in case they have any problems during their stay in the campus. The student council plays an active part in conducting assembly once in a week on every Friday. In addition, it also plays an active role in conducting college level functions like Independence Day, Republic Day, Annual Day, etc. The members of the council are crucial to carry out many extra-curricular activities planned in the Academic Calendar Committee. They are the key to conduct competitions like sports and games, cultural and academic activities on the campus. They play an active role in organizing extension activities like Clean and Swatchh Bharath, Rallies, Awareness Campaigns, Health Camps, Blood Donation Camps, etc. Student council strives to solve the issues related to Teaching Learning, Library, Sports and Games, Drinking Water, Toilets, Administrative Office by constantly playing the representative role on behalf of the student community. Thus, it renders necessary exposure to the students in the leadership role. As leaders, they take active part in containing racial

juniors and harassing the women students. Students are given due im
 in taking the policy decisions related to academic and administr
 committees/bodies. In each Adhoc/ Special Fee Committee, minimum o
 students have been nominated as members to represent their suggestio
 finalizing the policy decisions. For the effective functioning o
 institution, the college has constituted various types of committees
 least one student representative related to the academic and admini
 aspects of the college. Different Committees existing in the college
 1. Academic Committee 2. Attendance Committee 3. Library Committ
 Disciplinary Committee 5. NSS Advisory Committee 6. NCC Unit 7. S
 Counselling and Career Guidance Cell 8. Grievances Cell 9. Women Emp
 Cell and 10. Committee for SC ST Students

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

The college was established in the year 1966 in the Palanadu region.
 its inception, this has been the only Government degree college that
 been catering to the needs of Palanadu people. The college taught an
 produced many a person who reached the pinnacle of their careers and
 importantly, turned out to be good human beings. Its products are in
 national and state political parties and its students participated i
 several national and state wide movements. Many of our students made
 for themselves as teachers, university professors, police officers,
 employees and so on. Some of its products joined army and laid down
 lives in the service of the nation. All these developments have resu
 the formation of SKBR GDC ALUMNI Association, which was registered i
 with the registration number 297 of 2005 under the Andhra Pradesh So
 Registration Act, 2001 and was renewed in 2017. All these alumni and
 have been giving yeoman service to the institution. They have proved
 the great source of help either in Cash or in Kind to the college. B
 the college conducts yearly meetings with its yester year's students
 garner their support for the overall development of the college. Som
 alumni have contributed their share to the cleaning and keeping the
 ground tidy. Whenever the necessity demands, they leave no stone unt
 uplift the college environment to an enviable position. Still the
 Institution aspires for enhancing the core ideology and mission of t
 college through its Alumni Association. The Alumni such as Dr. DVLN
 an Associate professor at NIRD (National Institute of Rural Developm
 every year gives away cash prizes to the students who secured or who
 securing highest marks in the subject of Economics. The Associate pr
 was felicitated by the Alumni association. Another Professor of Chem
 Andhra University named G. NAGESWARA RAO was made the Vice- Chancell
 famous Andhra University. He completed his graduation at this instit
 He often makes personal visits to the college to interact and inspir
 students. Another Alumnus of this Institution is Dr.Bonega Kishore,
 an associate professor of Chemistry teaching at Andhra University, a
 the resident of Macherla. Dr. A.J.Soloman Raju is the professor of B

Andhra University. There are several products of this college who be lawyers and some of the lawyers are still practising at the High Court Hyderabad. Their contribution towards protecting the college land at of encroachment was quite laudable. The MEOs of this region almost all of them are the products of this institution and they, too, extend their assistance either through cash or in kind. They visit the college even to give cash prizes to those students who excel in all subjects with percentage. Dr. DVLN Prasad gave away 5000 to each student who secured highest marks in the subject of Economics.

5.4.2 - No. of enrolled Alumni:

16

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

Guest lecture for Chemistry students by Sri.P.Srinivasa Rao, SSN College Narasaraopet

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college has its own decentralization plans to run the administration successfully. The college committees are constituted depending on the necessity of the demand by the college chairman. The college has thirty-four committees that can be employed to discharge their duties as assigned by the college chairman. To name certain committees which are important, the college, apart from having IQAC and other NAAC recommended committees, has RUSA committee which is assigned the work of RUSA funding. The RUSA funding which has been granted has been put to the construction of additional and modification work. The college has an Internal Complaints Committee (ICC) that comprises majority of women members and one person is drawn who has legal knowledge education in the committee. This committee is established in accordance with law parliament (Harassment of women at work place (Prevention, prohibition and Redressal Act 2013)). The committee looks into safety of women. If women get harassed, it will be redressed with ICC. The college examination committee which has been discharging its duty successfully. The vice principal is the coordinator being headed by the college chairman (Principal). The attendance committee has its share of discharging assignments. The ward counselling committee for the benefit of students is being formed every year. Another most important committee on the college campus is RTI committee (Right to Information). It is an act by parliament. The public information officer is the Chairman of the college itself and the first Appellate authority Assisted by Assistant Public information officer who receives and sends the information to the Applicant. The

most lecturer is the PIO (Public information officer) and APIO As Public information office will be from the office staff (Superinte Student Academic career Cell. There is student career cell that guidance to the out going students on how to write competitive exam and how to appear for post graduation courses. On occasions , the c convenes a meeting with all the students who are interested in w: extraneous examinations for their development to interact and take s from them on how best the extracurricular activity is to be implemen faculty forum which is formed will extend its share of help to the who might need books for competitive and other examinations. The guidance cell plays an important role in shaping the ambitions o students . The Scholarship committee is also an important part decentralization work. The convener of this committee takes up the doing the justice to the students who are eligible for scholarship given by the state government. The delegation of certain powers tl vested with faculty will be for the development of the colleg

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

No

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The College has a fund of 25000 books under UGC Book bank schemes. Magazines and chemistry journa news papers are available to the students to enhai knowledge. N-List access is available to the staf are planning to involve students also in using : Library has a readingroom that accommodatessep seating for boys and girls. Several books that ar to thestudents to prepare for competitiveexam: available.
Research and Development	The teachers are welcome to involve themselves research work. All the facilities and opportunit provided with a view to studying and publishing : in research Journals. The IQAC conducts program faculty forums to create enthusiasm among the mer the staff.They are given every opportunity to par and present papers in national and International level Seminars,workshops, Symposiums etc.
Examination and Evaluation	Examination and Evaluation The college follow: Internal andexternal examination and evaluationp: is done externally and Internally . The exte: examinations can carry a maximum of 75 marks and 30 and remaining 25 marks are assessed by instit While awarding internal marksthe performance c students and their ,regularity, active involver

	various curricular activities are taken in consideration. The marks are entered in the Centre Register and the weak performers are monitored and counseling.
Teaching and Learning	Now a days teaching is travelling from teacher centric to the student centric. The teaching learning process creates an ambience that explores various skills and develops critical thinking. Guest lectures, Educational visits, field trips, project works, group discussions and workshops are planned to be conducted to provide a conducive atmosphere.
Curriculum Development	Not a single student is left without being given encouragement to participate in college academic and project works as they are the university prescribed for that academic year. They are also encouraged to participate in the societal harmony to bring similarity and camaraderie on the college campus.

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

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

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
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No Data Entered/Not Applicable !!!

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	No. of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Title of the professional development programme	Number of teachers who attended	From Date	To Date
Nil	Nil	Nil	Nil

No file uploaded.

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

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

6.3.5 - Welfare schemes for

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

6.4 - Financial Management and Resource Mobilization

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

The Funds of UGC, RUSA, NSS are audited by the Local auditors under auditing. The Other Expenditure particulars and Registers are Audited Externally by the persons deputed by the RJD Office periodically. College Income Tax Committee Audits the Returns submitted by the Institution.

of the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in R
Nill	0

No file uploaded.

6.4.3 - Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Commissionarate of Collegiate Education	Yes	Commissionara Collegiate Edu
Administrative	Yes	Commissionarate of Collegiate Education	Yes	Commissionara Collegiate Edu

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

Parent-Teacher meet Community outreach programmes.

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

Program on Office Automation Tools Program on Soft Skills

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

Strengthen NCC To enhance Seminars/workshops To introduce new proq

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Nur part
2019	Nill	Nill	Nill	Nill	N

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of beneficiaries
			Female
Awareness Programm on Anti Ragging	02/04/2020	02/04/2020	34
International Womens Day	08/03/2020	08/03/2020	48
Legal Literacy Camp	07/12/2019	07/12/2019	52

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

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

7.1.3 - Differently abled (Divyangjan) friendliness

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

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Feedback
2019	2	Nil	21/11/2019	1	Awareness on health and Hygiene	Malnutrition	

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Head of the Institution	17/06/2019	1. Encourage and promote innovative ideas 2. Ensure that all the teaching and support staff discharge their duties in commensurate with the vision and mission of the college 3. Promote effective departmental interactions and inculcate the spirit of teamwork among all the employees 4. Encourage research and development activities 5. Listen to student's concerns and strive for the early resolution of their problems 6. Stipulate the

		and regulations and make sure that the students comply with them during their time college 7. Treat everyone equally without prejudice
Code of Conduct for Teachers	17/06/2019	Lecturers are the guide and inspiration for students. So, they also should behave responsibly while discharging their duties of teaching and guiding the student. Hence, they should: 1. Adopt innovative practices to ensure quality in teaching and learning processes 2. Be friendly and empathetic in their interactions with the students 3. Follow the rules and regulations of the college
Code of Conduct for Students	17/06/2019	Students are the main stakeholders of the college and their welfare is at the core of its administration. However, students cannot and should not be allowed to behave as they wish. Therefore, the following code of conduct has been framed and asked the students to strictly comply: 1. They are strictly instructed to carry college ID card as long as they stay on campus 2. They should wear clean, neat college prescribed uniform for the college 3. They should not roam outside during the class hours 4. In case of an emergency, they should compulsorily take the permission of the lecturer to leave the college
Code of Conduct for Supporting Staff	17/06/2020	The non-teaching staff of the college are the bridge between the students and the teaching fraternity. They assist both in their day-to-day needs and administrative functions. They should: 1. Be present for duty during college hours 2. Observe honesty, integrity, and faithfulness in their administrative functions 3. Adhere strictly to the rules and regulations of the college 4. Maintain proper decorum in their interactions with the students and parents 5. Not shirk from duties without prior official approval or approved leave. 6. Refrain from using social networking sites such as Facebook, WhatsApp, Instagram, etc. during the working hours

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness on Air Pollution	08/07/2019	10/07/2019	106
Awareness on Votersday	25/01/2020	25/01/2020	221
Vigilance Awareness Week	14/11/2019	16/11/2019	60

No file uploaded.

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

1. Plantation 2. Plastic free Campus 3. No vehicle day

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

7.2. Best Practices Best Practice-1 Title of the Practice: Standard of Waste Management Objectives of the Practice The above practice : at sustaining the progress made during the previous academic year.

As the very existence of humans is dependent on the environment, sustainability is in the best interests of the humans. Hence the administration of this college felt the need to continue and strengthen the practice initiated during the previous academic year. The practice focused on promoting the use of paperless office and no plastic on the campus. It focused on the development and use of alternative packing material like jute bags and bio-degradable paper cups, glasses and plates. And the practice was taken to more nearby villages and conducted awareness programmes about the utility of these alternative sources. Evidence of Success On account of these efforts, students as well as the most of the residents of the nearby villages have begun to use bio-degradable material during the festivals and other celebrations. Problem Encountered Initially, residents were apprehensive about the cost of these alternative materials.

Best Practice-2 Title of the Practice: Promotion of e-learning resources among the students Objectives of the Practice: To train the students on the use of e-learning resources such as Google Classroom, Cisco-Webex, Zoom Meet and similar resources.

Context The pandemic has caused frequent lockdowns and closure of educational institutions. So the administration felt it very difficult to carry out teaching and learning activities on the campus. Besides, the students are in no position to use learning apps effectively. Hence a training programme was planned to give the students hands-on training on using the learning apps. The practice The students were divided into groups of 15 to 20 each group was assigned to a computer faculty to teach them and demonstrate how to operate the apps. The training included the steps of registering the app, logging into the account, joining the class, using various features of the app and accessing and submitting the group assignments. Evidence of Success After the training programme, the students displayed their ability to effectively use the said learning apps.

Problem Encountered Many of the students are not in a position to afford smartphones. So we found it difficult to assemble at one place and train them. Solution one go.

Upload details of two best practices successfully implemented by the institution as per NAA requirements on your institution website, provide the link

<http://skbrgdcml.ac.in/best%20practice%2019-20.pdf>

7.3 - Institutional Distinctiveness

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

SKBR Government Degree College is located in a rural area. It has been catering to the educational needs of the poorest of the poor students.

society. Most of the students are children of migrant labourers. The college offers a place for these students by instilling confidence among them, laying emphasis on the academic development and also in imparting skills that may help them to withstand the competitive world. The Staff of the college who are research oriented encourage the students to actively get involved in various co-curricular activities in the college. This helps the students to imbibe scientific temper, progressive outlook, gender equality and all patriotic favour. The staff with their thirst for knowledge has published ---no. of papers during 2018-19 academic year in National and International journals. We have conducted certificate and skill development programmes to equip the students with recent trends. The college has conducted ---programmes through NSS and NCC to take our students nearer to the society to understand the real problems of the people directly. These community service programmes develop the quality of leadership, community service and a sense of togetherness among the students. The college is also committed to encourage and enhance the participation of women in Higher Education. Alumni of the college have instituted 8 special cash prizes for the meritorious students to encourage them. Training in empowerment of women and capability enhancement are taken up by WDC and supported by all. The college tries to foster oneness among the students paving the way to the success of students with a spirit of National development and Integrity. CFE (Comprehensive Financial Management System) is used for all Financial Transactions in the college. It is a system developed by the Andhra Pradesh Centre for Financial System and Services (APCFSS). It enhances the efficiency and transparency in Financial Transactions and operations and ensures accountability at all levels. Further, it reduces paper work and manpower. It also brings down the hardships in presentation and realisation of bills at the DDO level. All the Service registers of the Teaching and Non-teaching Staff have been uploaded into the e-SR portal. They are updated digitally. This ensures safety of the records of all the employees. Biometric attendance system is being followed in the college to monitor the attendance of both the students and the staff.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

No data entered!!!