



## **YEARLY STATUS REPORT - 2021-2022**

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	DAMACHERLA SAKKUBAYAMMA GOVERNMENT COLLEGE FOR WOMEN, ONGOLE
• Name of the Head of the institution	Dr D KALYANI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8592235033
• Mobile No:	9948121719
• Registered e-mail	ongole.jkc@gmail.com
• Alternate e-mail	ongole.idcollege@gmail.com
• Address	11th Cross Road, 4th Lane, Bhagya Nagar
• City/Town	Ongole
• State/UT	Andhra Pradesh
• Pin Code	523001
<b>2.Institutional status</b>	
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Acharya Nagarjuna University				
• Name of the IQAC Coordinator	P.Kusuma Kumari				
• Phone No.	08592235033				
• Alternate phone No.	8500094999				
• Mobile	9912328736				
• IQAC e-mail address	dsiqac@gmail.com				
• Alternate e-mail address	iqac@dsgdcw.ac.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="http://dsgdcw.ac.in/pdf/files/aqar/aqar2021.pdf">http://dsgdcw.ac.in/pdf/files/aqar/aqar2021.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://dsgdcw.ac.in/Academics/AcademicCalendar.html">http://dsgdcw.ac.in/Academics/AcademicCalendar.html</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75	2007	31/03/2007	31/10/2013
Cycle 2	B	2.10	2014	21/02/2014	20/02/2019
6.Date of Establishment of IQAC			21/06/2004		
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	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>24</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Collection and analysis of Feedback from all stakeholders and action taken for improvement.		
Academic and Administrative Audit (AAA) conducted.		
Participation in NIRF.		
Successful organisation of 4 national webinars - " INNOVATIVE MATERIALS FOR SUSTAINABLE ENERGY", "???????? -?????? ????????", "INTELLECTUAL PROPERTY RIGHTS" and "THE APPLICATIONS OF MATHEMATICS"		
Timely submission of Annual Quality Assurance Report (AQAR) 2020-21 to NAAC		
<b>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</b>		

Plan of Action	Achievements/Outcomes
Conduct of IQAC Meetings	IQAC conducted 24 meetings during the year 21-22 towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and developing suitable infrastructure .
Conduct of National Seminars towards research enhancement	Successful organisation of 4 national webinars -
Conduct of Certificate Courses	Total 6 certificate courses were offered and completed to the students during 21-22
Preparation & Submission of the AQAR 2020-21	AQAR 2020-21 was submitted intime
Feedback analysis from various stakeholders	IQAC has been periodically involved in obtaining & analyzing the feedback from various stakeholders. Immediate implementations of the suggestions were carried out in various areas.
Examination reforms	Successfully adopted and implemented the revised SOPs by CCE on Continuous Internal Assessment
Research	3 research papers and one paper in conference were published and presented by the faculty members during the year.
Contribution to ecosystem	Initiated no plastic day and no vehicle day and sapling plantation drives were organised within the campus.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	28/02/2022

**15. Multidisciplinary / interdisciplinary**

NA

**16. Academic bank of credits (ABC):**

NA

**17. Skill development:**

The college is affiliated to Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and follows the curriculum and syllabus framed for affiliated colleges. In the revised syllabus under CBCS framework WEF 2020-2021, the University has incorporated various Life Skill Courses and Skill Development Courses with 2 credits each. There are 10 different Life Skill Courses and 24 Skill Development Courses provided to the students to choose from. Courses such as Human values and professional ethics, Indian culture and science are designed to inculcate positivity amongst the learner that include the development of humanistic, ethical, constitutional and universal human values. Every student has to earn Min 4 to Max 6 credits per semester from the Life Skill and Skill Development courses together which makes the courses mandatory for the students to pursue in order to complete the programme. Apart from the various skill development courses that are offered, the curriculum also made it mandatory for the students to undergo an Internship of six months. The Commissionerate Collegiate Education, AP. and also the college have entered into MoUs with different organisations to provide internship for the students. For skill development, The students during their fifth and sixth semester will avail this opportunity either physically or virtually

**18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

As the college is located in the district headquarters and being the only women's college, it caters to diversified students. From first generation students to children of educated and working parents, from students who come from rural backgrounds with telugu as the

medium of instruction to students from corporate college education. Hence it is imperative to adopt different teaching strategies to meet the needs of different students.

All the degree courses though offered in English medium are also taught in vernacular language that is telugu. The faculty of the college take an extra mile to reach the goal of teaching the students conceptually. APSCHE also is publishing textbooks for all the programmes in bilingual mode, that is English and telugu.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The college focuses on outcome based education. The College has well defined learning outcomes. The College also has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students.

Students are oriented about the programme outcomes at the induction programme conducted at the beginning of each academic year. Each subject teacher spends a minimum three hours to create awareness among the students about course outcomes at the beginning of each semester. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

#### **20.Distance education/online education:**

For the purpose of blended learning, the College initiated a programme called "Digital Empowerment Programme" during the academic year 19-20.

##### **Objectives:**

- To make the teachers and students digitally empowered.
- To equip the teachers and students with the required knowledge about virtual classes and other pivotal online tools to transform formal education into online education amid the COVID-19 pandemic..
- To increase the self -efficacy in teachers and students.
- To train the teachers in creating digital content.
- To help the teachers and students to embrace the technological revolution which will in turn help them become better at what they do.

- To address the challenges faced by the teachers and students in adapting to the online teaching-learning process during COVID-19 pandemic.
- For successful implementation of educational change i.e., the shift from traditional teaching-learning methods to online teaching-learning methods.

Therefore, for successful implementations of educational change i.e., shift from traditional teaching learning methods to online teaching-learning methods the college has undertaken various activities during this period. The college has conducted District level 2 day workshops on MOOCS and other digital initiatives on the platform of District Resource Centre On 24/01/2020 where lecturers from all over the district from 13 colleges have attended the programme and gained knowledge. All the teachers and students were trained multiple times to acquire knowledge about virtual classes and other pivotal online tools. The college has introduced G-Suite for conducting online classes. Online class time table was prepared and attendance of the students was monitored through. All the online classes were recorded and made available for the students for the reference. The college has established 3x100 MBPS line connectivity with WIFI and LAN (AP Fiber Connectivity under RUSA - 01 Private Connections - 02) and One 10 MBPS Leased Line under RUSA for Virtual Class. The students who couldn't afford the data recharges, were given access to the college WIFI for attending online classes within the college premises by strictly following social distancing. As part of digital empowerment the students were encouraged to do certificate courses such as Introduction to Computers, Career Edge, Learn programming with JavaScript and Microsoft 365 degrees under MOOCS, TCS iON and IBM Mind MAP PTech, irrespective of their academic background. The faculty members also have acquired certificates in Introduction to computer from SPOKEN TUTORIALS, IIT Bombay

## Extended Profile

### 1.Programme

1.1

8

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**2.1 **467**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **110**Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **111**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**3.1 **24**

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 **24**

Number of Sanctioned posts during the year



## Extended Profile

### 1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	467
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	110
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	111
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	24
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	24
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	4.49
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	96
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

As part of a systematic curriculum delivery management the following documents are prepared and maintained.

##### Teaching Plan:

As per the academic calendar before commencement of classes all the faculty members prepare a curricular plan which emphasizes not only on the completion of syllabus but also the methodology that is going to be adopted along with the activities planned to conduct in the classroom for better delivery of the curriculum and submitted to the Principal.

##### Synopsis:

Synopsis of the course is prepared by each faculty member incorporating the course outcomes to be achieved and additional inputs to be given to the students and submitted to the Principal

after getting approval from the department incharge.

#### Time table:

Time table is prepared at the beginning of the semester by allotting a prescribed number of classes as per the university norms to each course and submitted to the Principal and uploaded into TLP as well.

#### TLP:

TLP is a mobile application to monitor the teaching activity of the faculty members as part of e-governance. The faculty members have to update their every day classes in this mobile application.

#### Teaching Diary:

A teaching diary is written by each faculty member which projects not only the classes taken but other administrative and academic contributions made during the day.

#### Syllabus Completion Report:

A monthly syllabus completion report from each faculty member is collected by the departmental incharge and submitted to the Principal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Acalendar.html">http://dsgdcw.ac.in/Academics/Acalendar.html</a>

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

The college follows the academic calendar issued by the University and executes it rigorously. The university academic calendar includes the start and end dates of all the semesters along with the tentative dates of Mid term and Semester end examinations.

The College Calendar Committee prepares a college level academic calendar that drives much of the day to day business of the college. The college academic calendar incorporates the tentative

plan of action of the college with all the academic activities that would be taken up during the academic year in line with the university academic calendar.

**Continuous Internal Evaluation (CIE):** As an affiliated institution of Acharya Nagarjuna University, evaluation norms of the university are followed. University academic calendar mentions the dates to conduct internal evaluation for each semester i.e., two mid term examinations. The same dates would be followed by the college and reflected in the college academic calendar. Circulars will be sent to the students announcing the dates of CIE.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Acalendar.html">http://dsgdcw.ac.in/Academics/Acalendar.html</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

334

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 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 The Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum.

The college is affiliated to Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and follows the curriculum and syllabus framed for affiliated colleges. In the revised syllabus under CBCS framework WEF 2020-2021, the APSCHE has incorporated various Life Skill Courses and Skill Development Courses with 2 credits each. There are 10 different Life Skill Courses and 24 Skill Development Courses provided to the student to choose from. Every student has to earn Min 4 to Max 6 credits per semester from the Life Skill and Skill Development courses together which makes the courses mandatory for the students to pursue in order to complete the programme.

The courses include

#### Life Skill Courses:

1. Analytical Skills
2. Environmental Education
3. Health And Hygiene
4. Human Values Professional Ethics As Part Of Life Skills Courses
5. Indian Culture And Science
6. Information And Communication Technology
7. Personality Enhancement And Leadership

#### Skill Development Courses

1. Journalistic Reporting
2. Public Relations
3. Survey And Reporting

4. Financial Markets
5. Disaster Management
6. Social Work Methods
7. Performing Arts
8. Advertising
9. Agriculture Marketing
10. Business Communication
11. Insurance Promotion
12. Logistics And Supply Chain Management
13. Online Business
14. Office Secretaryship
15. Retailing
16. Electrical Appliances
17. Solar Energy
18. Food Adulteration
19. Environmental Audit
20. Plant Nursery
21. Fruits And Vegetable Preservation
22. Dairy Technology
23. Poultry Farming

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

144

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**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	<a href="#">View File</a>
URL for feedback report	<a href="http://dsgdcw.ac.in/Academics/Feedback.html">http://dsgdcw.ac.in/Academics/Feedback.html</a> <a href="#">1</a>

**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**

**220**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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

110

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Basing on the performance of students in the classroom and university examinations, they were categorized in three levels i.e. slow, moderate and advanced learners.

Different strategies were adopted for different categories of the students.

### Strategies for High Achievers/High Ability Students

1. Motivation to strive for higher goals.
2. Provided with additional inputs for better career planning and growth through offering special coaching for higher education and competitive examinations
3. Encouragement to participate in group discussions, technical quizzes to develop analytical and problem solving abilities in them and thereby, to improve their presentation skills.
4. Encouraging them to participate in National International Conferences and also to make presentations.
5. Higher goals set by mentors.
6. Extended Library Use.
7. Engagement in Peer Teaching.
8. Tutoring slow learners.

## 9. Writing Assignments on more Challenging Topics.

### Strategies for Slow Learners

1. Compensatory teaching
2. Remedial teaching.
3. Developing self-learning materials (SLM)
4. Frequently varying instructional techniques in the classroom itself
5. Providing peer tutoring by high ability classmates
6. Encouraging them to articulate orally in the class & providing more chances for classroom participation
7. Teaching learning skills such as note-taking, outlining, and active listening
8. Mentoring by faculty mentors
9. Encouraging them to spend more time on reading in libraries outside the class hours
10. Additional learning opportunities through online sources like YouTube, WhatsApp, etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
467	26

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

All the faculty members of the college, incorporates various student centric methods as teaching methodologies to enhance the learning experience of the students such as,

### 1. Experiential Learning

- Project work

As part of the curriculum there were total 13 student projects were undertaken during the year out of which 3 group projects and 9 individual from Computer Science and by mathematics departments.

- Community Service Projects

As part of community service project (a CCE initiative), total 137 projects were submitted by IV Sem students of all the programmes.

- Field Visits

All the I, II and III year students were taken to field trips.

### 2. Participative Learning

- Role play

Role play is most used teaching methodology by Commerce and Telugu departments.

- Debates , Essay writing & Elocution Competitions.

Competitions were conducted by department of commerce and library on different occasion for all the I, II and III year students.

- Group Discussion

Most of the departments adopt this methodology to improves the analytical and soft skills.

- **Poster Presentations**

Department of Computer Science Organized Poster Presentation to give awareness on the importance of Cloud Computing.

- **Student Seminars**

Student seminars are organised for students as a strategy for advanced learners.

### 1. Problem Solving Methodology

- **Case study**

Case study methodology is most adopted methodology by the Department of Commerce.

- **Quizzes**

All the departments conduct quizzes for assessment by using Plickers.

- **Exhibitions**

Department of Computer Science organized an exhibition of computer science models.

- **Invited Talks**

Department of Mathematics, Physics, English and Commerce organized invited talks on current and trending issues.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

D. S. Govt. Degree College encourages intensive use of ICT enabled tools including online resources for effective teaching and learning process such as.

#### 1. POWERPOINT PRESENTATION:

All the departments use powerpoint presentations to present information in a multimodal approach.

#### 2. PLICKERS

Inorder to assess students' understanding all the departments use Plickers to conduct quizzes.

#### 3. YOUTUBE VIDEO

Departments of Telugu, Maths, Physics, Commerce, Political Science, Computer science, and Zoology are using You tube to allow students to physically see what is being taught and help them understand the course.

#### 4. GOOGLE MEET

In the lockdown period all the departments have taken classes through Google meet to enrich teaching and learning with advanced features.

#### 5. DIGITAL BOARD

Departments of Telugu, Maths & Computer Science use Digital Board.

#### 6. GOOGLE FORMS

All the departments use Google forms to collect feedback from students and manage event registrations.

#### 7. SALESFORCE

Department of Computer Science use Salesforce for lab practicing

#### 8. MICROSOFT OFFICE 365(SHARE POINT)

Department of Computer Science use Microsoft Office 365 for Certification purpose

#### 9. G-SUITE

The Department of Computer science use G-Suite for feedback

collection, sharing material and to conduct online meetings.

#### 10. TRAILHEAD

Department of Computer science use Trail head to download the e-material for Salesforce.

#### 11. SWAYAM PRABHA

Department of Computer science using Swayam Prabha to take online classes and to download videos.

#### 12. WHATSAPP

All the Departments are use Whatsapp to share the e-content .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://dsgdcw.ac.in/Infrastructure/itinfra.html">http://dsgdcw.ac.in/Infrastructure/itinfra.html</a>

### 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

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

10

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

138

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.



The college is affiliated to Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and follows the Continuous Internal Assessment policy framed for affiliated colleges. The college has a transparent and robust evaluation process in terms of frequency and variety. The criterion adopted is as directed by the university. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. The examinations will be conducted under vigilance of the invigilators. Evaluation is done by the course handling faculty members within three days from the date of examination. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. Personal guidance is given to the poor performing students after their assessment. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in the college in terms of dealing with internal examination related grievances.

There are two Internal tests conducted during the semester and average of the two tests will be considered for final marks. After each test, the solution of the test along with question wise marking scheme is discussed with the students to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of conducting the test. The evaluated answer sheets are shown to students in the class and doubts will be clarified and individual grievances will be addressed by the faculty.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 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.

The Institute has well defined learning outcomes. The college emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students.

Students are oriented about the programme outcomes at the induction programme conducted at the beginning of each academic year. Each subject teacher spends a minimum three hours to create awareness among the students about course outcomes at the beginning of each semester. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Outcomes.html">http://dsgdcw.ac.in/Academics/Outcomes.html</a> <a href="#">1</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The Program Outcomes (POs)/Program Specific Outcomes (PSOs) are the qualities that must be imbibed in the graduates by the time of completion of their program. At the end of each program, the PO/PSO assessment is done from the CO attainment of all curriculum components. The PSOs are framed based on the guidelines of Learning outcomes. For every Course, there are number of outcomes to be achieved at the end of the course. This outcome is usually a

combination of main course content and may cover more than one topic. All course outcomes shall have linkage to programme outcomes in such a way that the strongest relation has the weight 3 and the weakest relation is 1.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 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

93

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 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://www.dsgdcw.ac.in/Academics/ssss.html>

### 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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

"Not me, but You" is the moto of NSS. Holistic development of the students may be attained the various extension activities conducted by NSS. Our college has two units with about 200 NSS volunteers and headed by the two program officers. The life of the student can be uplifted with the outreached programs which impacts and sensitizing the students to social aspects. The college encourages the students to promote dignity of labor in their lives and to take the responsibility of under privileged people among the society.

As part of social conscience, the college has taken up 39 extension and outreach programs. It's a good opportunity to all the students to communicate with the neighborhood community to

influence them to lead and built a better society by giving environment awareness and various social issues. The students can learn how to solve a problem by taking good decisions through group learning. It will create the diversified opportunities to students to develop their personality through extension activities and community service. They can attain the leadership qualities and democratic attitudes. The extension activities aimed to bring discipline, building character, promoting the physical fitness, development of culture and finally to build a developed nation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

42

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

467

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

3

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

The College encompasses a well maintained lush green campus spread over 6 acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

**Classrooms:** There are total 12 class rooms.

**Technology Enabled learning facility:** The college has three digital class rooms and one virtual class room where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

**Seminar Hall:** The College has a well ventilated seminar hall with ICT facilities which is regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

**Laboratories:** College has 4 Laboratories for science subjects along with Computer, JKCand English labs. All laboratories are well equipped. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater the requirements of curriculum & industry enabled teaching.



**Wi-Fi:** The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Available bandwidth: 100 mbps. Internet facility is available in the whole campus including labs, classrooms, library and offices of all Departments.

**Central Library:** College library is equipped with SOUL 2.0, state-of-the-art integrated library management software designed and developed by the INFLIBNET Center. The Library has nearly 12,045 titles covering all major fields of Arts, Commerce and Science. Along with the Reference books.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Infrastructure/classrooms.html">http://www.dsgdcw.ac.in/Infrastructure/classrooms.html</a>

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

The college has 6 acres of land in which 3.5 acres are used for a playground. We have outdoor playground facilities such as two volleyball courts, two kabaddi courts, one kho-kho court, one Ballbadminton court, two tennikoit courts and 200 meters running track along with long jump and high jump pits. The college also has indoor game facilities like caroms, chess. We have a multigym with 12 stations, along with individual stations like butterfly, cycling, horizontal and parallel bars. Each class is allotted with at least three hours per week for sports and games in the college timetable. students practice the above games and sports during the allotted time. The students have participated in district, university, state and national level competitions in the games like volleyball, kabaddi, ball badminton, handball and athletics. Department of physical education has an Internet facility which is used by the players to develop the latest techniques and to win the matches.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://dsgdcw.ac.in/Support/culturalclub.html#">http://dsgdcw.ac.in/Support/culturalclub.html#</a>

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

5

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Infrastructure/classrooms.html">http://www.dsgdcw.ac.in/Infrastructure/classrooms.html</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

4.49

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

College library is equipped with SOUL 2.0, state-of-the-art integrated library management software designed and developed by the INFLIBNET Center. The Library has nearly 12,045 titles covering all major fields of Arts, Commerce and Science. Along with the Reference books the library is also well equipped with

Journals, E-Journals, E-Books, C.Ds and Videos. The library provides competitive books for the students who are appearing for the competitive exams. The College has an N-LIST subscription which provides access to e-resources to students and faculty of the college. The authorized users from colleges can now access e-resources and download articles required by them directly from the publisher's website.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://dsgdcw.ac.in/Infrastructure/Library.html">http://dsgdcw.ac.in/Infrastructure/Library.html</a>

**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** C. Any 2 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

0.059

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

32

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. The college has three digital class rooms and one virtual class room where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given. The College has a well ventilated seminar hall with ICT facilities which is regularly used for conducting national / international seminars at the college. A well equipped computer lab is also functioning in the college. The students of the college have access to the computer lab. The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Available bandwidth: 100 mbps. Internet facility is available in the whole campus including labs, classrooms, library and offices of all Departments. There is open access to Wi-Fi connectivity to all students and the staff members of the college. All the departments of the college are provided with computers and other related accessories. During COVID-19 pandemic all the faculty were provided with G-Suit and CISCO WEBEX applications by the college for uninterrupted and smooth conduct of online classes. All teaching staff members use the ICT in the classrooms and laboratories, whenever needed.

- Computers are updated on a regular basis.
- Anti-virus is regularly installed on computers.
- Wi-Fi connectivity available in the Principal chamber, Office-room, IQAC room, various departments, library and laboratories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://dsgdcw.ac.in/Infrastructure/itinfra.html">http://dsgdcw.ac.in/Infrastructure/itinfra.html</a>

#### 4.3.2 - Number of Computers

96

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

4.49

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 college has established systems and procedures for maintaining and utilising physical, academic and sports facilities .**

**The Standard Operating Procedures are followed and monitored for**

**A. Library**

**B. Laboratories**

**C. Standard Operating Procedure for Maintenance of Computers**

**D. Standard Operating Procedure for Sports Center**

**E. Standard Operating Procedure for Classrooms**

**F. GYM**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Administration/Policies.html">http://www.dsgdcw.ac.in/Administration/Policies.html</a>

## **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**

403

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

### 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

16

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

### 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	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

251

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

251

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

10

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

9

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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.**

15

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

The Student Council serves as an interactive body that facilitates primary communication between the administration and students.

The members of the Institution Students' Council are as follows:  
1. President 2. Vice President 3. Secretary 4. Joint Secretary 5. A representative from each class. An advisory body headed by the Principal with three Senior Faculty members, one of whom serves as convener, acts as a mentor to the Student Council members.

The following are the main responsibilities:

- Collaborate closely with administrative officials, teachers, and students
- Make the institution's student development programmes accessible to as many students as possible.
- To express the views of students on subjects of general interest in order to establish an environment suitable to educational and personal growth.

The Student Council allows students to participate in the development of leadership abilities, programme planning, and volunteer opportunities. The student council plans events such as the Inaugural Day, Farewell Day, and national festivals such as Teacher's Day, Independence Day, and Republic Day. The council also encourages the students to participate in Co- curricular & Extra-curricular activities like awareness programs on AIDS, Blood donation, Gender equality etc.. and also in sports and cultural activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

29

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 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

D.S. Govt. Degree College for Women, Ongole has a registered Alumni Association which actively participates in the college developmental activities and also in import.

### MISSION:

To re-unite in the nest from where we grew and flew off.

To build a bridge between college life and career life, so as introduce present students to the professional world and to make them proactive to face the challenges that may emerge in their career path.

- To provide job opportunities to fresh bachelors through references of professionals.
- To conduct orientation and training programs to students on various topics to enhance their skills.
- To create awareness among students about the scope of their subject in the professional world.
- To provide a platform for students to develop their qualities.
- To participate in social welfare activities for social accountability.

### AIMS AND OBJECTIVES

- To promote the cultural and social activities among the college students
- To assist the college in its development
- To exchange the views for the development of Alma mater
- To conduct the meetings and seminars for the old students of the college
- To represent the problem to the concerned authorities if arise sand solves it in a peaceful way
- To facilitate the old students who achieved the higher walks of the life.
- To secure fair conditions of life among members in their life.
- To motivate the presents students for their better future
- To do all such useful things, deeds, acts as are essential or conductive to the attainment of the objectives of the

association.

File Description	Documents
Paste link for additional information	<a href="http://dsgdcw.ac.in/Administration/alumnireg.html">http://dsgdcw.ac.in/Administration/alumnireg.html</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

The Institution, inspired by its vision of "excellence for empowering women" charts out its perspective plan for each year and effectively implements it. The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The principal being the head of the institution monitors the mechanism regarding administration and academic process. The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The talents of the staff are enlisted in shouldering various administrative responsibilities and appointing them as officials that include Vice Principal, IQAC Coordinator, Controller of Examinations, Chief Superintendent of Examinations and Convener of various committees, associations, forums and clubs like Eco Club, Red Ribbon Club, Consumer Club, Faculty Forum, Career Guidance Cell, and so on to support the vision and mission of the college. Students also participate in the governance of the Institution through effective representation through Student Council. The Student Council acts as an interface between the administration and the students in curricular and extracurricular endeavors responsibly. This hierarchical structure makes sure of

delegating the power and allocation of responsibilities for the smooth functioning of the College. E-governance is incorporated in areas of administration, finance and accounts, student admission and support, and examination. Policies related to academic, research, curriculum development, administration, finance, infrastructural development, extension, co-curricular and extra-curricular activities are conceived, planned and executed with adequate representations and involvement of stakeholders.

File Description	Documents
Paste link for additional information	<a href="http://dsgdcw.ac.in/About/vm.html">http://dsgdcw.ac.in/About/vm.html</a>
Upload any additional information	No File Uploaded

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

The college is exercising decentralization and participative management in Academic and Administrative wings for the effectiveness and smooth functioning of the institution. The Principal is the head of the institution for all the delegates, who actively decentralizes the work among the teaching and the non teaching staff of the institution. As a part of decentralization all the responsibilities are delegated to the Vice Principal, In-charge of the departments and coordinators of various committees.

Various committees have been constituted with faculty as conveners and members to organise the academics, administration, planning and development effectively and successfully. Regularly under the chairmanship of the Principal, the committee members meet to share their ideas and pass on resolutions for the proper implementation and progression. Students also participate in the governance of the Institution through effective representation through Student Council. The Student Council acts as an interface between the administration and the students in curricular and extracurricular endeavors responsibly. This hierarchical structure makes sure of delegating the power and allocation of responsibilities for the smooth functioning of the College.

File Description	Documents
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/pdffiles/Committees/committees21-22.pdf">http://www.dsgdcw.ac.in/pdffiles/Committees/committees21-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan of the college is prepared by the IQAC of the college at the beginning of every academic year. In alignment of the goals set and strategies planned, all the departmental action plans are prepared so that the institutional strategic plan is properly deployed. These plans provide direction with a set of defined goals to place the institution in the forefront among the areas of academic excellence, physical infrastructure and outcome-based education.

The following strategies were effectively deployed during the year.

- AUGMENTATION OF INFRASTRURE FACILITIES
- TEACHING AND LEARNING STRATAGY
- STUDENT'S ALL ROUND DEVELOPMENT
- QUALITY AND EXCELLENCE IMPROVEMENT STRATEGY
- RESEARCH ACTIVITIES

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Administration/Strategicplan.html">http://www.dsgdcw.ac.in/Administration/Strategicplan.html</a>
Upload any additional information	<a href="#">View File</a>

### 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.

The institution has well defined organizational structure for joint decision making for academic and administrative purposes. The Academic council, coordinators and members of various

committees work in coordination. Regular meetings are conducted by the Principal for monitoring the academic work and administration. The IQAC takes initiatives and prepares an Action plan.

1. Different modes of recruitment of teaching staff

1. Direct Recruitment by APPSC
2. Transfers on promotions of Junior Lecturers having Ph.D/NET/SLET
3. On contract basis ( with annual renewal)
4. On hourly basis

2. Appointment of Non-Teaching staff

1. Through APPSC
2. District collector on compassionate grounds.

3. Service Rules: Andhra Pradesh Subordinate Rules.

4. Promotional policies as per UGC norms

1. CAS, For teaching staff who undergo training like OC,RC, workshops through HRDC of the different universities promoted to higher grade pay.
2. AAS, For some teaching staff and all non-teaching staff.

5. Grievances and Redressal Committee will hold a meeting periodically, examine the nature and pattern of grievances, record and redress it accordingly.

6. Anti Ragging Committee is also formed to resolve the cases of ragging if any.



File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://dsgdcw.ac.in/Administration/organogram.html">http://dsgdcw.ac.in/Administration/organogram.html</a>
Upload any additional information	<a href="#">View File</a>

### 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	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

1. AP Government welfare schemes are applicable to teaching and non teaching staff.
2. Revision of the pay scales
  1. once in 5 years to non-teaching and teaching staff who are drawing state scales.
  2. once in 10 years for the teaching staff who are drawing UGC scales.
3. DA rises twice a year.

4. HRA range is between 10% and 30% of the basic pay

5. A.P Revised Pension Rules

1. CPS - For employees appointed after 01.09.2004.

2. GPF - For Employees appointed before 01.09.2004.

3. Pension to the family of an expired employee.

6. GIS contribution.

7. EHS subscription of Rs.120 or Rs.90 p.m.

8. Reimbursement facility to the self or dependents .

9. Andhra Pradesh Government Life Insurance deduction.

10. Festival Advance.

11. CAS for UGC scales and AASfor state scales.

12. Types of leaves

1. CL

2. SPCL

3. Women SPCL

4. Extra ordinary leave

5. Maternity leave

6. Paternity leave

7. Miscarriage leave

8. Child Care Leave

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<a href="#">View File</a>

### **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**

**0**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

**3**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **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**

17

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

- 1. Academic Performance Indicators:** The institution has adopted the PBAS procedure developed by UGC for assessment of the

performance of the teaching staff.

1. The staff who get high API scores are given additional points in general transfers by the CCE.
2. These scores are also forwarded to CCE for CAS and Pay fixation.
2. Faculty Assessment by Students: Assessment of teachers by students is conducted through Feedback forms.
3. Departmental Assessment: Result analysis gives the departmental analysis.
4. Administrative and Academic Audit (AAA) is done at the end of every year by the team of Academic advisors deputed by the CCE, in order to measure the adequacy of the academic inputs of the institution. They verify all the records and evidence of the activities like - Admissions, Curriculum enrichment, teaching and learning process, Examinations results, Research, Infrastructure. Academic audit leads to the improvement of quality enhancement of teachers, better ranking of the Institution.
5. The best performing faculty in academic and extracurricular activities is recommended for best teacher awards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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 follows the systematic and transparent financial audit system regularly. The Government of Andhra Pradesh has framed the audit procedures for all the Government Educational Institutions. The Accountant General, A.P, is the external auditor for the college and the Audit team of the Commissionerate of Collegiate

Education or Regional Joint Director of Collegiate Education shall perform the internal audits in the college periodically. Internal Audit: The internal audit is done by the official team of the Regional Joint Director of Collegiate Education, Guntur Region, Guntur. External Audit: The external audit is done by the officials of the Accountant General, Government of Andhra Pradesh. Apart from these above, the Principal of the college in consultations with Staff Council and CPDC, constitutes the internal audit teams to check the accuracy and transparency of the various internal departments/ sections/accounts yearly. The type of documents that are reviewed during audits are Cash books of different categories, service registers, register of increments, pay bills, pay bill register, leave account register, GPF advance register, pay fixations, last pay certificates, allowances sanctioned, register of loans, register of recoveries, pension register, reconciliation register etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 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)

40.43643

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

• The college is successful in mobilizing funds to cater various needs of the college such as,

o The computer lab is upgraded with 41 high configuration computers and 5 KV UPS worth Rs/- 2461085.14 (RS/-24.6108514 lakh) from Corporate Social Responsibility funds ,

o Smt. A.V. Subhashini, Alumni of this college has donated an AC of worth Rs. 41,000 and all the staff members of this college have donated one more AC of worth Rs. 41,000 for computer lab.

o Rs. 1.6416 crore rupees of NIRF funds are sanctioned in this academic year for infrastructure works, 25lakh rupees sanctioned for equipment and machinery and 55 lakh rupees for digital class rooms

o Aquatic pond, Azolla Pond, Pond with hydrophytes and organic farming have been established worth Rs. 600,000 with the help of donations from philanthropists for better teaching and learning experience for the students.

o Sri Damacherla Janardhan (Ex. MLA) donated a bus of cost 8,50,000 rupees.

o Dr. D. Kalyani, Principal of this college has donated Rs. 50560 for bus insurance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and developing suitable infrastructure. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

- Planning and Support effective implementation for Total Quality management, Teaching-Learning and evaluation, Research, and Extension activities by.
  - o Implementation revised SOPs for Continuous Internal

**Evaluation.**

- Encouraging experiential learning by organizing field trips, constructing Aquatic Pond, Azolla Pond, Pond with Hydrophytic plants and organic farming.
- Adoption of digital teaching diaries, curricular plans and synopsis,
- Encourages and provides support for quality improvement in teaching, research & administration.
  - Organized 4 webinars during the year.
  - 3 research papers and 1 conference paper were published during the year.
  - Successful completion of community service projects by IVsemester students.
- Sensitizes the students towards an eco friendly environment.
  - Initiated no plastic day and no vehicle day.
- Feedback analysis received from Students.
- Coordinates with all stakeholders for their opinions and advice for quality improvement.
- Analysis about the feedback received from all stakeholders and informs the concerned about its outcome for correction.
- Getting updated on latest information on various quality parameters of higher education through various articles & institutes visit.
- Documentation of the various programs /activities leading to quality improvement.



File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

- Implementation of Outcome-based learning education in each program. Introduction of certificate programmes to enhance personality and employability.
- Participation of college in NIRF, ISO, AISHE, and various other environmental audits recognized by the state, national and international agencies.
- Organising quality programs i.e. webinars, guest lectures, On the job training etc
- Establishment of various processes to take feedback/surveys from various stakeholders.
- Implementation and enhancement of usage of ICT tools to strengthen the teaching-learning process.
- Strengthening the Mentor-mentee process and its effective implementation.
- Submission of the Annual Quality Assurance Report (AQAR) annually to the NAAC.
- To institutionalize the best efforts such as No Vehicle day and Plastic free day to make the campus environmental friendly and develop the discipline in the students.

The IQAC improve the teaching-learning process through standard academic practices, these academic practices include:

1. Preparation and adherence of Academic Calendar
2. Preparation of Nominal roll, Attendance Sheets, and formation of sections/groups
3. Timetable preparation

**4. Mentor-Mentee distribution****5. Organising Seminar and Projects****6. Attendance Monitoring of students****7. Syllabus coverage****8. Setting up the question paper****9. Strengthening Continuous internal Evaluation mechanism****10. Evaluation of answer scripts and grievance redressal****11. Assessment of learning levels and establishment of strategies****12. Industrial Visits & Guest Lectures.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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	<a href="http://www.dsgdcw.ac.in/activities/Annualreport.html">http://www.dsgdcw.ac.in/activities/Annualreport.html</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The college being a women's degree college, though there is no scope for gender discrimination within the campus, we make it as our distinctive practice of creating awareness about and prepare them for the future challenges of gender discrimination. The college pays special attention to ensure the empowerment of women by various strategic approaches like conducting different certificate courses and by making the students computer literate, encouraging them to bloom in their overall personality development. The college has a very active women empowerment cell to monitor and to identify the challenges of women in the society and suggest new policies to overcome the challenges. Various days are observed in the college to create awareness such as Savithri Bhai Pule's birth anniversary, National Women's Day, International Women's Day, National Girl Child Day, Human Rights Day, Anti human trafficking day etc. Student's grievances, if any, would be addressed immediately by the various committees formed for the same purpose such as the Anti-ragging cell, Grievance and Redressal cell. As part of the safety-measures, the college is secured by the protective compound wall with two entrances with a day and night watchmen. CCTV cameras have been installed to monitor the safety and discipline. A well-ventilated waiting /common room is available to create a stress-free environment. Students are counseled by mentors and other faculty members for academic and personal matters. Mentors provide continuous support to the mentees and also guide them with gender related issues.

File Description	Documents
Annual gender sensitization action plan	<a href="http://dsgdcw.ac.in/Support/WECcell.html">http://dsgdcw.ac.in/Support/WECcell.html</a>
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	Nil

**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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 institute facilitates a number of methods for the management of biodegradable and Nonbiodegradable waste in a successful way. The main focus of our institute is to make it a plastic free zone.

Solid waste management is a healthy and clean way to eliminate wastes going into our landfills, which improves the environment. It is an Eco Friendly method of converting organic waste into nutrient rich fertilizer. Vermicompost is the product of the composting process by various species of Earthworms. College has established solid management vermicomposting units in the college campus with 4 vermicompost beds having size 2m X 1m X 0.75m which is constructed by bricks and cement. The solid waste beds and vermicompost beds were maintained properly with perfect management. The waste material from college and hostel is collected into different colors of dustbins like green dustbins for degradable waste, blue for solid waste and red for hazardous substances and e-waste. The waste then is separated and biodegradable waste can be added to the vermicompost unit to

produce eco-friendly and organic manure from the waste. Rest of the non biodegradable waste is collected by the Municipality of Ongole.

The institute has an uninterrupted purified water supply through an RO unit for the students and staff. The runoff water is collected into a well sized cement tank and by using pipes the water is reused for the purpose of gardening and cleaning floors etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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** C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 College has always been at the forefront of sensitising students to the cultural, regional, linguistic, communal and socioeconomic diversities of the state and the nation. Being a women's college the college sees the importance and feels the responsibility of developing virtues in the students. Better society can be built by better citizens. The College always encourages the students to organize and participate in different programmes organized by college, inter-college, university and other Government or nongovernment organizations to make them sensitize towards cultural, regional, linguistic, communal and socio economic diversities. Some of the major programmes organised by the college in this connection are listed below.

The cultural and literary club of the college bears the responsibility of sensitizing the students to the cultural, regional and linguistic diversities by conducting programmes like various festivals of different communities, Fresher's party, Farewell party, Annual day celebrations and also cultural and literary competitions on various occasions.

The college's NSS wing is always active in conducting various social awareness outreach and extension programmes to sensitise the students to the socioeconomic diversities such as visiting old age homes, donating bed sheets during winter to the poor and needy etc. There are two villages adopted by the NSS wing, which are regularly visited by the students to conduct outreach and extension programmes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college takes all possible initiatives in organizing various events and programmes for inculcating values for being responsible citizens of the country.

The college celebrates Independence Day on the 15th of August every year. The day marks the importance of freedom, To inculcate patriotism among the students not only on the days of national festivals but the national anthem is recited in the college everyday in the assembly.

Every year on 26th January, college celebrates Republic Day in the campus with great gratification to honor the date on which the constitution of India came into effect. Students are encouraged to take part in the various social awareness programmes organized by the NSS wing of the college.

The college observes various commemorative days such as Constitutional Day on November 26 to commemorate the adoption of the Constitution of India, National Voters Day on 25 January not only to encourage the students to participate in the electoral process but also focuses on the fact that the right to vote is a basic right, International Human Rights day on 10 December every year to promote equality, peace, justice, freedom and the protection of human dignity. World Environment Day on the 5th of June every year to ensure the Environmental concern is addressed. The college organizes a Blood Donation Camp to motivate students to donate blood and social works, Swachh Bharat Cleanliness Drive is organised aiming to promote the importance of cleanliness. Plantation drives are conducted to provide a clean and green environment for all.



File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**A. All of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Several departments actively involved in organizing events involving students, and staffs:**

- 3rd Jan - National Women Teachers Day
- 25th Jan - Voters Day
- 26th Jan - Republic Day
- 13th Feb - National Women's Day

- 21st Feb - International Mother Tongue Day
- 16th March - The birth anniversary of Sri. Pottisriramulu
- 7th April - International Health Day.
- 14th April - Ambedkar Jayanthi.
- 16th April - The birth anniversary of Kandukuri Veresalingam Panthulu.
- 22nd April - World earth day.
- 23rd April - English Language Day.
- 30th April - Carl Frederick Gauss Birth anniversary.
- 3rd Aug - The birth anniversary of Pingali Venkayya
- 6th Aug - Hiroshima Day
- 12th Aug - National Youth Day
- 15th Aug - Independence Day
- 24th August - The birth anniversary of Tanguturi Prakasam pantulu
- 26th August - Women Equality Day..
- 29th August - Telugu Bhasha Dinotsavam.
- 21st Sep - Gurajada Jayanti.
- 28th Sept Jashua Jayanti.
- 20th Oct Valmiki Jayanti.
- 2nd Nov - The Birth Anniversary Of The Late Shakuntala Devi.
- 11th Nov - National Education Day.
- 1st Dec - World AIDS Day.
- 2nd Dec - World Computer Literacy Day.

- 10th December - International Human Rights Day.
- 14th Dec - Energy Conservation Day.
- 22nd - National Math day.
- 24th Dec - National Consumers Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title of the Practice : Organic Farming**

**Goal :**

To develop knowledge among students about the chemical contamination of our food with pesticide residues and giving awareness about the importance of traditional farming system.

### OBJECTIVES:

To make the students aware about

1. The use of natural pesticides and fertilizers.
2. Benefits of maintaining and increasing the soil capacity and long term fertility.
3. Production of chemical residue free food.
4. Development of self-sufficiency in terms of fertilizers by producing green manure and vermicompost in the farm land itself

**TITLE OF THE PRACTICE: Aquaculture techniques**

**GOAL:**

To train the students in the methods of aquaculture to make them the aqua industry ready.

**OBJECTIVES:**

To make the students

- understand the pond ecosystem.
- Practice pond management.
- understand the feeding habits at different growing levels of fish.
- Seek employment opportunities in aqua industries.
- Find place as entrepreneurs in aqua culture industry.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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

D.S Government degree college is a girl's college with the first-generation students from rural and poor economic background and. The observed problem with the employment of the students is relocation to different cities as there are not much employment opportunities in the nearby places. Thus, we feel the responsibility of training the students in various skills enabling them to opt for self-employment wherever they are.

As part of entrepreneurial development among the students the college has adopted the practice of organising training programmes which can empower them to become entrepreneurs.

The following activities were taken up during the year to achieve the above objective:

- The Department of Botany is training the students in nursery techniques like grafting, layering, and other propagation methods by providing them on job training in registered nursery.

- Botany department is also training the students in an emerging area of self-employment named "Commercial Production of Azolla". The college is training the students in commercial and large-scale production of Azolla with the generous contribution of alumni member Smt. K. Usharani, who came forward and built a pond (20/12 ft) for growing Azolla.
- Women empowerment cell of the college has organized two training programmes such as Candle making and flower arrangement.
- Department of commerce offered a certificate course in digital marketing providing the skills to become freelance digital marketers.
- Department of Zoology is training the students in aqua techniques.
- Students from commerce department have undergone a four week on job training with auditors.

## 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

As part of a systematic curriculum delivery management the following documents are prepared and maintained.

##### Teaching Plan:

As per the academic calendar before commencement of classes all the faculty members prepare a curricular plan which emphasizes not only on the completion of syllabus but also the methodology that is going to be adopted along with the activities planned to conduct in the classroom for better delivery of the curriculum and submitted to the Principal.

##### Synopsis:

Synopsis of the course is prepared by each faculty member incorporating the course outcomes to be achieved and additional inputs to be given to the students and submitted to the Principal after getting approval from the department incharge.

##### Time table:

Time table is prepared at the beginning of the semester by allotting a prescribed number of classes as per the university norms to each course and submitted to the Principal and uploaded into TLP as well.

##### TLP:

TLP is a mobile application to monitor the teaching activity of the faculty members as part of e-governance. The faculty members have to update their every day classes in this mobile application.

##### Teaching Diary:

A teaching diary is written by each faculty member which projects not only the classes taken but other administrative and academic contributions made during the day.

**Syllabus Completion Report:**

A monthly syllabus completion report from each faculty member is collected by the departmental incharge and submitted to the Principal.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Acalendar.html">http://dsgdcw.ac.in/Academics/Acalendar.html</a>

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

The college follows the academic calendar issued by the University and executes it rigorously. The university academic calendar includes the start and end dates of all the semesters along with the tentative dates of Mid term and Semester end examinations.

The College Calendar Committee prepares a college level academic calendar that drives much of the day to day business of the college. The college academic calendar incorporates the tentative plan of action of the college with all the academic activities that would be taken up during the academic year in line with the university academic calendar.

**Continuous Internal Evaluation (CIE):** As an affiliated institution of Acharya Nagarjuna University, evaluation norms of the university are followed. University academic calendar mentions the dates to conduct internal evaluation for each semester i.e., two mid term examinations. The same dates would be followed by the college and reflected in the college academic calendar. Circulars will be sent to the students announcing the dates of CIE.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Acalendar.html">http://dsgdcw.ac.in/Academics/Acalendar.html</a>

<b>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>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>	Any additional information	No File Uploaded			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>								
Any additional information	No File Uploaded								
<b>1.2 - Academic Flexibility</b>									
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>									
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>									
<b>8</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Minutes of relevant Academic Council/ BOS meetings</td><td>No File Uploaded</td></tr> <tr> <td>Institutional data in prescribed format (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Minutes of relevant Academic Council/ BOS meetings	No File Uploaded	Institutional data in prescribed format (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded								
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>								
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>									
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>									
<b>6</b>									



File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

334

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 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 The Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum.**

The college is affiliated to Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and follows the curriculum and syllabus framed for affiliated colleges. In the revised syllabus under CBCS framework WEF 2020-2021, the APSCHE has incorporated various Life Skill Courses and Skill Development Courses with 2 credits each. There are 10 different Life Skill Courses and 24 Skill Development Courses provided to the student to choose from. Every student has to earn Min 4 to Max 6 credits per semester from the Life Skill and Skill Development courses together which makes the courses mandatory for the students to pursue in order to complete the programme.

The courses include

**Life Skill Courses:**

1. Analytical Skills
2. Environmental Education
3. Health And Hygiene
4. Human Values Professional Ethics As Part Of Life Skills Courses
5. Indian Culture And Science
6. Information And Communication Technology
7. Personality Enhancement And Leadership

**Skill Development Courses**

1. Journalistic Reporting
2. Public Relations
3. Survey And Reporting
4. Financial Markets
5. Disaster Management
6. Social Work Methods
7. Performing Arts
8. Advertising
9. Agriculture Marketing
10. Business Communication
11. Insurance Promotion
12. Logistics And Supply Chain Management

13. Online Business
14. Office Secretaryship
15. Retailing
16. Electrical Appliances
17. Solar Energy
18. Food Adulteration
19. Environmental Audit
20. Plant Nursery
21. Fruits And Vegetable Preservation
22. Dairy Technology
23. Poultry Farming

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

144

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

#### 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	<a href="#">View File</a>
URL for feedback report	<a href="http://dsgdcw.ac.in/Academics/Feedback.html">http://dsgdcw.ac.in/Academics/Feedback.html</a>

### 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

220

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

110

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Basing on the performance of students in the classroom and university examinations, they were categorized in three levels i.e. slow, moderate and advanced learners.

Different strategies were adopted for different categories of the students.

### Strategies for High Achievers/High Ability Students

1. Motivation to strive for higher goals.
2. Provided with additional inputs for better career planning and growth through offering special coaching for higher education and competitive examinations
3. Encouragement to participate in group discussions, technical quizzes to develop analytical and problem solving abilities in them and thereby, to improve their presentation skills.
4. Encouraging them to participate in National International Conferences and also to make presentations.
5. Higher goals set by mentors.
6. Extended Library Use.
7. Engagement in Peer Teaching.
8. Tutoring slow learners.
9. Writing Assignments on more Challenging Topics.

### Strategies for Slow Learners

1. Compensatory teaching
2. Remedial teaching.
3. Developing self-learning materials (SLM)
4. Frequently varying instructional techniques in the classroom itself
5. Providing peer tutoring by high ability classmates
6. Encouraging them to articulate orally in the class & providing more chances for classroom participation
7. Teaching learning skills such as note-taking, outlining, and active listening
8. Mentoring by faculty mentors
9. Encouraging them to spend more time on reading in libraries outside the class hours
10. Additional learning opportunities through online sources like YouTube, WhatsApp, etc.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
467	26

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

All the faculty members of the college, incorporates various student centric methods as teaching methodologies to enhance the learning experience of the students such as,

### 1. Experiential Learning

- Project work

As part of the curriculum there were total 13 student projects were undertaken during the year out of which 3 group projects and 9 individual from Computer Science and by mathematics departments.

- Community Service Projects

As part of community service project (a CCE initiative), total 137 projects were submitted by IV Sem students of all the programmes.

- Field Visits

All the I, II and III year students were taken to field trips.

### 2. Participative Learning

- Role play

Role play is most used teaching methodology by Commerce and Telugu departments.

- Debates , Essay writing & Elocution Competitions.

Competitions were conducted by department of commerce and library on different occasion for all the I, II and III year students.

- Group Discussion

Most of the departments adopt this methodology to improves the analytical and soft skills.

- Poster Presentations

Department of Computer Science Organized Poster Presentation to



give awareness on the importance of Cloud Computing.

- Student Seminars

Student seminars are organised for students as a strategy for advanced learners.

### 1. Problem Solving Methodology

- Case study

Case study methodology is most adopted methodology by the Department of Commerce.

- Quizzes

All the departments conduct quizzes for assessment by using Plickers.

- Exhibitions

Department of Computer Science organized an exhibition of computer science models.

- Invited Talks

Department of Mathematics, Physics, English and Commerce organized invited talks on current and trending issues.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

D. S. Govt. Degree College encourages intensive use of ICT enabled tools including online resources for effective teaching and learning process such as.

### 1. POWERPOINT PRESENTATION:

All the departments use powerpoint presentations to present

information in a multimodal approach.

## 2. PLICKERS

In order to assess students' understanding all the departments use Plickers to conduct quizzes.

## 3. YOUTUBE VIDEO

Departments of Telugu, Maths, Physics, Commerce, Political Science, Computer science, and Zoology are using You tube to allow students to physically see what is being taught and help them understand the course.

## 4. GOOGLE MEET

In the lockdown period all the departments have taken classes through Google meet to enrich teaching and learning with advanced features.

## 5. DIGITAL BOARD

Departments of Telugu, Maths & Computer Science use Digital Board.

## 6. GOOGLE FORMS

All the departments use Google forms to collect feedback from students and manage event registrations.

## 7. SALESFORCE

Department of Computer Science use Salesforce for lab practicing

## 8. MICROSOFT OFFICE 365(SHARE POINT)

Department of Computer Science use Microsoft Office 365 for Certification purpose

## 9. G-SUITE

The Department of Computer science use G-Suite for feedback collection, sharing material and to conduct online meetings.

**10. TRAILHEAD**

Department of Computer science use Trail head to download the e-material for Salesforce.

**11. SWAYAM PRABHA**

Department of Computer science using Swayam Prabha to take online classes and to download videos.

**12. WHATSAPP**

All the Departments are use Whatsapp to share the e-content .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://dsgdcw.ac.in/Infrastructure/itinfr a.html">http://dsgdcw.ac.in/Infrastructure/itinfr a.html</a>

**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**

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### **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**

10

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### **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**

138

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

#### **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.

The college is affiliated to Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and follows the Continuous Internal Assessment policy framed for affiliated colleges. The college has a transparent and robust evaluation process in terms of frequency and variety. The criterion adopted is as directed by the university. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. The examinations will be conducted under vigilance of the invigilators. Evaluation is done by the course handling faculty members within three days from the date of examination. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process. The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. Personal guidance is given to the poor performing students after their assessment. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in the college in terms of dealing with internal examination related grievances.

There are two Internal tests conducted during the semester and average of the two tests will be considered for final marks. After each test, the solution of the test along with question wise marking scheme is discussed with the students to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of conducting the test. The evaluated answer sheets are shown to students in the class and doubts will be clarified and individual grievances will be addressed by the faculty.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 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.

The Institute has well defined learning outcomes. The college emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students.

Students are oriented about the programme outcomes at the induction programme conducted at the beginning of each academic year. Each subject teacher spends a minimum three hours to create awareness among the students about course outcomes at the beginning of each semester. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://dsgdcw.ac.in/Academics/Outcomes.html">http://dsgdcw.ac.in/Academics/Outcomes.html</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The Program Outcomes (POs)/Program Specific Outcomes (PSOs) are the qualities that must be imbibed in the graduates by the time of completion of their program. At the end of each program, the PO/PSO assessment is done from the CO attainment of all curriculum components. The PSOs are framed based on the

guidelines of Learning outcomes. For every Course, there are number of outcomes to be achieved at the end of the course. This outcome is usually a combination of main course content and may cover more than one topic. All course outcomes shall have linkage to programme outcomes in such a way that the strongest relation has the weight 3 and the weakest relation is 1.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 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

93

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 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://www.dsgdcw.ac.in/Academics/ssss.html>

### 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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 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

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>



**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	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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**

"Not me, but You" is the moto of NSS. Holistic development of the students may be attained the various extension activities conducted by NSS. Our college has two units with about 200 NSS volunteers and headed by the two program officers. The life of the student can be uplifted with the outreached programs which impacts and sensitizing the students to social aspects. The college encourages the students to promote dignity of labor in their lives and to take the responsibility of under privileged people among the society.

As part of social conscience, the college has taken up 39

extension and outreach programs. It's a good opportunity to all the students to communicate with the neighborhood community to influence them to lead and built a better society by giving environment awareness and various social issues. The students can learn how to solve a problem by taking good decisions through group learning. It will create the diversified opportunities to students to develop their personality through extension activities and community service. They can attain the leadership qualities and democratic attitudes. The extension activities aimed to bring discipline, building character, promoting the physical fitness, development of culture and finally to build a developed nation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

42

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

467

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

3

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

The College encompasses a well maintained lush green campus spread over 6 acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

**Classrooms:** There are total 12 class rooms.

**Technology Enabled learning facility:** The college has three digital class rooms and one virtual class room where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

**Seminar Hall:** The College has a well ventilated seminar hall with ICT facilities which is regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

**Laboratories:** College has 4 Laboratories for science subjects along with Computer, JKCand English labs. All laboratories are well equipped. These labs are utilized for conducting practical

classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus. Labs have sufficient licensed software and open source tools to cater the requirements of curriculum & industry enabled teaching.

**Wi-Fi:** The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Available bandwidth: 100 mbps. Internet facility is available in the whole campus including labs, classrooms, library and offices of all Departments.

**Central Library:** College library is equipped with SOUL 2.0, state-of-the-art integrated library management software designed and developed by the INFLIBNET Center. The Library has nearly 12,045 titles covering all major fields of Arts, Commerce and Science. Along with the Reference books.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Infrastructure/classrooms.html">http://www.dsgdcw.ac.in/Infrastructure/classrooms.html</a>

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

The college has 6 acres of land in which 3.5 acres are used for a playground. We have outdoor playground facilities such as two volleyball courts, two kabaddi courts, one kho-kho court, one Ballbadminton court, two tennikoit courts and 200 meters running track along with long jump and high jump pits. The college also has indoor game facilities like caroms, chess. We have a multigym with 12 stations, along with individual stations like butterfly, cycling, horizontal and parallel bars. Each class is allotted with at least three hours per week for sports and games in the college timetable. students practice the above games and sports during the allotted time. The students have participated in district, university, state and national level competitions in the games like volleyball, kabaddi, ball badminton, handball and athletics. Department of physical education has an Internet facility which is used by the players to develop the latest techniques and to win the matches.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://dsgdcw.ac.in/Support/culturalclub.html#">http://dsgdcw.ac.in/Support/culturalclub.html#</a>

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

5

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Infrastructure/classrooms.html">http://www.dsgdcw.ac.in/Infrastructure/classrooms.html</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

4.49

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

College library is equipped with SOUL 2.0, state-of-the-art integrated library management software designed and developed by the INFLIBNET Center. The Library has nearly 12,045 titles covering all major fields of Arts, Commerce and Science. Along with the Reference books the library is also well equipped with Journals, E-Journals, E-Books, C.Ds and Videos. The library provides competitive books for the students who are appearing for the competitive exams. The College has an N-LIST subscription which provides access to e-resources to students and faculty of the college. The authorized users from colleges can now access e-resources and download articles required by them directly from the publisher's website.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://dsgdcw.ac.in/Infrastructure/Library.html">http://dsgdcw.ac.in/Infrastructure/Library.html</a>

**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**

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**0.059**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

32

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. The college has three digital class rooms and one virtual class room where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given. The College has a well ventilated seminar hall with ICT facilities which is regularly used for conducting national / international seminars at the college. A well equipped computer lab is also functioning in the college. The students of the college have access to the computer lab. The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Available bandwidth: 100 mbps. Internet facility is available in the whole campus including labs, classrooms, library and offices of all Departments. There is open access to Wi-Fi connectivity to all students and the staff members of the college. All the departments of the college are provided with computers and other related accessories. During COVID-19 pandemic all the faculty were provided with G-Suit and CISCO WEBEX applications by the college for uninterrupted and smooth conduct of online classes. All teaching staff members use the ICT in the classrooms and laboratories, whenever needed.



- Computers are updated on a regular basis.
- Anti-virus is regularly installed on computers.
- Wi-Fi connectivity available in the Principal chamber, Office-room, IQAC room, various departments, library and laboratories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://dsgdcw.ac.in/Infrastructure/itinfr a.html">http://dsgdcw.ac.in/Infrastructure/itinfr a.html</a>

#### 4.3.2 - Number of Computers

96

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

4.49

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<b>No File Uploaded</b>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 college has established systems and procedures for maintaining and utilising physical, academic and sports facilities .**

**The Standard Operating Procedures are followed and monitored for**

**A. Library**

**B. Laboratories**

**C. Standard Operating Procedure for Maintenance of Computers**

**D. Standard Operating Procedure for Sports Center**

**E. Standard Operating Procedure for Classrooms**

**F. GYM**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Administration/Policies.html">http://www.dsgdcw.ac.in/Administration/Policies.html</a>

## **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**

403

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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**

16

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

**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	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

251

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

251

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

10

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

9

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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.**

15

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

The Student Council serves as an interactive body that facilitates primary communication between the administration and students.

The members of the Institution Students' Council are as follows: 1. President 2. Vice President 3. Secretary 4. Joint Secretary 5. A representative from each class. An advisory body headed by the Principal with three Senior Faculty members, one of whom serves as convener, acts as a mentor to the Student Council members.

The following are the main responsibilities:

- Collaborate closely with administrative officials, teachers, and students
- Make the institution's student development programmes accessible to as many students as possible.
- To express the views of students on subjects of general interest in order to establish an environment suitable to educational and personal growth.

The Student Council allows students to participate in the development of leadership abilities, programme planning, and volunteer opportunities. The student council plans events such as the Inaugural Day, Farewell Day, and national festivals such as Teacher's Day, Independence Day, and Republic Day. The council also encourages the students to participate in Co-curricular & Extra-curricular activities like awareness programs on AIDS, Blood donation, Gender equality etc.. and also in sports and cultural activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

29

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

D.S. Govt. Degree College for Women, Ongole has a registered Alumni Association which actively participates in the college developmental activities and also in import.

##### MISSION:

To re-unite in the nest from where we grew and flew off.

To build a bridge between college life and career life, so as introduce present students to the professional world and to make them proactive to face the challenges that may emerge in their career path.

- To provide job opportunities to fresh bachelors through references of professionals.
- To conduct orientation and training programs to students on various topics to enhance their skills.
- To create awareness among students about the scope of their subject in the professional world.
- To provide a platform for students to develop their qualities.
- To participate in social welfare activities for social accountability.

##### AIMS AND OBJECTIVES

- To promote the cultural and social activities among the college students



- To assist the college in its development
- To exchange the views for the development of Alma mater
- To conduct the meetings and seminars for the old students of the college
- To represent the problem to the concerned authorities if arise and solves it in a peaceful way
- To facilitate the old students who achieved the higher walks of the life.
- To secure fair conditions of life among members in their life.
- To motivate the presents students for their better future
- To do all such useful things, deeds, acts as are essential or conducive to the attainment of the objectives of the association.

File Description	Documents
Paste link for additional information	<a href="http://dsgdcw.ac.in/Administration/alumni_reg.html">http://dsgdcw.ac.in/Administration/alumni_reg.html</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

The Institution, inspired by its vision of "excellence for empowering women" charts out its perspective plan for each year and effectively implements it. The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The principal being the head of the institution monitors the mechanism regarding administration and academic process. The College ensures decentralized and participatory

governance. It emphasises on collaborative administration by incorporating all its stakeholders. The talents of the staff are enlisted in shouldering various administrative responsibilities and appointing them as officials that include Vice Principal, IQAC Coordinator, Controller of Examinations, Chief Superintendent of Examinations and Convener of various committees, associations, forums and clubs like Eco Club, Red Ribbon Club, Consumer Club, Faculty Forum, Career Guidance Cell, and so on to support the vision and mission of the college. Students also participate in the governance of the Institution through effective representation through Student Council. The Student Council acts as an interface between the administration and the students in curricular and extracurricular endeavors responsibly. This hierarchical structure makes sure of delegating the power and allocation of responsibilities for the smooth functioning of the College. E-governance is incorporated in areas of administration, finance and accounts, student admission and support, and examination. Policies related to academic, research, curriculum development, administration, finance, infrastructural development, extension, co-curricular and extra-curricular activities are conceived, planned and executed with adequate representations and involvement of stakeholders.

File Description	Documents
Paste link for additional information	<a href="http://dsgdcw.ac.in/About/vm.html">http://dsgdcw.ac.in/About/vm.html</a>
Upload any additional information	No File Uploaded

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

The college is exercising decentralization and participative management in Academic and Administrative wings for the effectiveness and smooth functioning of the institution. The Principal is the head of the institution for all the delegates, who actively decentralizes the work among the teaching and the non teaching staff of the institution. As a part of decentralization all the responsibilities are delegated to the Vice Principal, In-charge of the departments and coordinators of various committees.

Various committees have been constituted with faculty as conveners and members to organise the academics,

administration, planning and development effectively and successfully. Regularly under the chairmanship of the Principal, the committee members meet to share their ideas and pass on resolutions for the proper implementation and progression. Students also participate in the governance of the Institution through effective representation through Student Council. The Student Council acts as an interface between the administration and the students in curricular and extracurricular endeavors responsibly. This hierarchical structure makes sure of delegating the power and allocation of responsibilities for the smooth functioning of the College.

File Description	Documents
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/pdffiles/Committees/committees21-22.pdf">http://www.dsgdcw.ac.in/pdffiles/Committees/committees21-22.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan of the college is prepared by the IQAC of the college at the beginning of every academic year. In alignment of the goals set and strategies planned, all the departmental action plans are prepared so that the institutional strategic plan is properly deployed. These plans provide direction with a set of defined goals to place the institution in the forefront among the areas of academic excellence, physical infrastructure and outcome- based education.

The following strategies were effectively de[loyed during the year.

- AUGMENTATION OF INFRASTRURE FACILITIES
- TEACHING AND LEARNING STRATAGY
- STUDENT'S ALL ROUND DEVELOPMENT
- QUALITY AND EXCELLENCE IMPROVEMENT STRATEGY
- RESEARCH ACTIVITIES

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.dsgdcw.ac.in/Administration/Strategicplan.html">http://www.dsgdcw.ac.in/Administration/Strategicplan.html</a>
Upload any additional information	<a href="#">View File</a>

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.

The institution has well defined organizational structure for joint decision making for academic and administrative purposes. The Academic council, coordinators and members of various committees work in coordination. Regular meetings are conducted by the Principal for monitoring the academic work and administration. The IQAC takes initiatives and prepares an Action plan.

#### 1. Different modes of recruitment of teaching staff

##### 1. Direct Recruitment by APPSC

##### 2. Transfers on promotions of Junior Lecturers having Ph.D/NET/SLET

##### 3. On contract basis ( with annual renewal)

##### 4. On hourly basis

#### 2. Appointment of Non-Teaching staff

##### 1. Through APPSC

##### 2. District collector on compassionate grounds.

#### 3. Service Rules: Andhra Pradesh Subordinate Rules.

#### 4. Promotional policies as per UGC norms

##### 1. CAS, For teaching staff who undergo training like OC,RC, workshops through HRDC of the different universities promoted to higher grade pay.

**2. AAS, For some teaching staff and all non-teaching staff.**

**5. Grievances and Redressal Committee will hold a meeting periodically, examine the nature and pattern of grievances, record and redress it accordingly.**

**6. Anti Ragging Committee is also formed to resolve the cases of ragging if any.**

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://dsgdcw.ac.in/Administration/organogram.html">http://dsgdcw.ac.in/Administration/organogram.html</a>
Upload any additional information	<a href="#">View File</a>

**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	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### **6.3 - Faculty Empowerment Strategies**

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

**1. AP Government welfare schemes are applicable to teaching**

and non teaching staff.

2. Revision of the pay scales

1. once in 5 years to non-teaching and teaching staff who are drawing state scales.
2. once in 10 years for the teaching staff who are drawing UGC scales.

3. DA rises twice a year.

4. HRA range is between 10% and 30% of the basic pay

5. A.P Revised Pension Rules

1. CPS - For employees appointed after 01.09.2004.
2. GPF - For Employees appointed before 01.09.2004.
3. Pension to the family of an expired employee.

6. GIS contribution.

7. EHS subscription of Rs.120 or Rs.90 p.m.

8. Reimbursement facility to the self or dependents .

9. Andhra Pradesh Government Life Insurance deduction.

10. Festival Advance.

11. CAS for UGC scales and AASfor state scales.

12. Types of leaves

1. CL
2. SPCL
3. Women SPCL
4. Extra ordinary leave
5. Maternity leave

**6. Paternity leave****7. Miscarriage leave****8. Child Care Leave**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **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**

**17**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**1. Academic Performance Indicators: The institution has**



adopted the PBAS procedure developed by UGC for assessment of the performance of the teaching staff.

1. The staff who get high API scores are given additional points in general transfers by the CCE.
2. These scores are also forwarded to CCE for CAS and Pay fixation.
2. Faculty Assessment by Students: Assessment of teachers by students is conducted through Feedback forms.
3. Departmental Assessment: Result analysis gives the departmental analysis.
4. Administrative and Academic Audit (AAA) is done at the end of every year by the team of Academic advisors deputed by the CCE, in order to measure the adequacy of the academic inputs of the institution. They verify all the records and evidence of the activities like - Admissions, Curriculum enrichment, teaching and learning process, Examinations results, Research, Infrastructure. Academic audit leads to the improvement of quality enhancement of teachers, better ranking of the Institution.
5. The best performing faculty in academic and extracurricular activities is recommended for best teacher awards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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 follows the systematic and transparent financial audit system regularly. The Government of Andhra Pradesh has

framed the audit procedures for all the Government Educational Institutions. The Accountant General, A.P, is the external auditor for the college and the Audit team of the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education shall perform the internal audits in the college periodically. Internal Audit: The internal audit is done by the official team of the Regional Joint Director of Collegiate Education, Guntur Region, Guntur. External Audit: The external audit is done by the officials of the Accountant General, Government of Andhra Pradesh. Apart from these above, the Principal of the college in consultations with Staff Council and CPDC, constitutes the internal audit teams to check the accuracy and transparency of the various internal departments/ sections/accounts yearly. The type of documents that are reviewed during audits are Cash books of different categories, service registers, register of increments, pay bills, pay bill register, leave account register, GPF advance register, pay fixations, last pay certificates, allowances sanctioned, register of loans, register of recoveries, pension register, reconciliation register etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### **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)**

**40.43643**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

- The college is successful in mobilizing funds to cater various needs of the college such as,
  - o The computer lab is upgraded with 41 high configuration computers and 5 KV UPS worth Rs/- 2461085.14 (RS/-24.6108514 lakh) from Corporate Social Responsibility funds ,
  - o Smt. A.V. Subhashini, Alumni of this college has donated an AC of worth Rs. 41,000 and all the staff members of this college have donated one more AC of worth Rs. 41,000 for computer lab.
  - o Rs. 1.6416 crore rupees of NIRF funds are sanctioned in this academic year for infrastructure works, 25lakh rupees sanctioned for equipment and machinery and 55 lakh rupees for digital class rooms
  - o Aquatic pond, Azolla Pond, Pond with hydrophytes and organic farming have been established worth Rs. 600,000 with the help of donations from philanthropists for better teaching and learning experience for the students.
  - o Sri Damacherla Janardhan (Ex. MLA) donated a bus of cost 8,50,000 rupees.
  - o Dr. D. Kalyani, Principal of this college has donated Rs. 50560 for bus insurance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids and developing suitable infrastructure. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

- Planning and Support effective implementation for Total Quality management, Teaching-Learning and evaluation, Research, and Extension activities by.
  - Implementation revised SOPs for Continuous Internal Evaluation.
  - Encouraging experiential learning by organizing field trips, constructing Aquatic Pond, Azolla Pond, Pond with Hydrophytic plants and organic farming.
  - Adoption of digital teaching diaries, curricular plans and synopsis,
- Encourages and provides support for quality improvement in teaching, research & administration.
  - Organized 4 webinars during the year.
  - 3 research papers and 1 conference paper were published during the year.
  - Successful completion of community service projects by IVsemester students.
- Sensitizes the students towards an eco friendly environment.
  - Initiated no plastic day and no vehicle day.
- Feedback analysis received from Students.
- Coordinates with all stakeholders for their opinions and advice for quality improvement.
- Analysis about the feedback received from all stakeholders and informs the concerned about its outcome for correction.
- Getting updated on latest information on various quality parameters of higher education through various articles & institutes visit.
- Documentation of the various programs /activities leading to quality improvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

- Implementation of Outcome-based learning education in each program. Introduction of certificate programmes to enhance personality and employability.
- Participation of college in NIRF, ISO, AISHE, and various other environmental audits recognized by the state, national and international agencies.
- Organising quality programs i.e. webinars, guest lectures, On the job training etc
- Establishment of various processes to take feedback/surveys from various stakeholders.
- Implementation and enhancement of usage of ICT tools to strengthen the teaching-learning process.
- Strengthening the Mentor-mentee process and its effective implementation.
- Submission of the Annual Quality Assurance Report (AQAR) annually to the NAAC.
- To institutionalize the best efforts such as No Vehicle day and Plastic free day to make the campus environmental friendly and develop the discipline in the students.

The IQAC improve the teaching-learning process through standard academic practices, these academic practices include:

1. Preparation and adherence of Academic Calendar

2. Preparation of Nominal roll, Attendance Sheets, and formation of sections/groups

3. Timetable preparation
4. Mentor-Mentee distribution
5. Organising Seminar and Projects
6. Attendance Monitoring of students
7. Syllabus coverage
8. Setting up the question paper
9. Strengthening Continuous internal Evaluation mechanism
10. Evaluation of answer scripts and grievance redressal
11. Assessment of learning levels and establishment of strategies
12. Industrial Visits & Guest Lectures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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	<a href="http://www.dsgdcw.ac.in/activities/Annual_report.html">http://www.dsgdcw.ac.in/activities/Annual_report.html</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The college being a women's degree college, though there is no scope for gender discrimination within the campus, we make it as our distinctive practice of creating awareness about and prepare them for the future challenges of gender discrimination. The college pays special attention to ensure the empowerment of women by various strategic approaches like conducting different certificate courses and by making the students computer literate, encouraging them to bloom in their overall personality development. The college has a very active women empowerment cell to monitor and to identify the challenges of women in the society and suggest new policies to overcome the challenges. Various days are observed in the college to create awareness such as Savithri Bhai Pule's birth anniversary, National Women's Day, International Women's Day, National Girl Child Day, Human Rights Day, Anti human trafficking day etc. Student's grievances, if any, would be addressed immediately by the various committees formed for the same purpose such as the Anti-ragging cell, Grievance and Redressal cell. As part of the safety-measures, the college is secured by the protective compound wall with two entrances with a day and night watchmen. CCTV cameras have been installed to monitor the safety and discipline. A well-ventilated waiting /common room is available to create a stress-free environment. Students are counseled by mentors and other faculty members for academic and personal matters. Mentors provide continuous support to the mentees and also guide them with gender related

issues.

File Description	Documents
Annual gender sensitization action plan	<a href="http://dsgdcw.ac.in/Support/WECcell.html">http://dsgdcw.ac.in/Support/WECcell.html</a>
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	Nil

**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**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 institute facilitates a number of methods for the management of biodegradable and Nonbiodegradable waste in a successful way. The main focus of our institute is to make it a plastic free zone.

Solid waste management is a healthy and clean way to eliminate wastes going into our landfills, which improves the environment. It is an Eco Friendly method of converting organic waste into nutrient rich fertilizer. Vermicompost is the product of the composting process by various species of Earthworms. College has established solid management vermicomposting units in the college campus with 4 vermicompost beds having size 2m X 1m X 0.75m which is constructed by bricks and cement. The solid waste beds and vermicompost beds were maintained properly with perfect management. The waste material



from college and hostel is collected into different colors of dustbins like green dustbins for degradable waste, blue for solid waste and red for hazardous substances and e-waste. The waste then is separated and biodegradable waste can be added to the vermicompost unit to produce eco-friendly and organic manure from the waste. Rest of the non biodegradable waste is collected by the Municipality of Ongole.

The institute has an uninterrupted purified water supply through an RO unit for the students and staff. The runoff water is collected into a well sized cement tank and by using pipes the water is reused for the purpose of gardening and cleaning floors etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 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 vehicles

A. Any 4 or All of the above

- 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	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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 College has always been at the forefront of sensitising students to the cultural, regional, linguistic, communal and socioeconomic diversities of the state and the nation. Being a women's college the college sees the importance and feels the responsibility of developing virtues in the students. Better society can be built by better citizens. The College always encourages the students to organize and participate in different programmes organized by college, inter-college, university and other Government or nongovernment organizations to make them sensitize towards cultural, regional, linguistic, communal and socio economic diversities. Some of the major programmes organised by the college in this connection are listed below.

The cultural and literary club of the college bears the responsibility of sensitizing the students to the cultural, regional and linguistic diversities by conducting programmes like various festivals of different communities, Fresher's party, Farewell party, Annual day celebrations and also cultural and literary competitions on various occasions.

The college's NSS wing is always active in conducting various social awareness outreach and extension programmes to sensitise the students to the socioeconomic diversities such as visiting old age homes, donating bed sheets during winter to the poor and needy etc. There are two villages adopted by the NSS wing, which are regularly visited by the students to conduct outreach and extension programmes.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college takes all possible initiatives in organizing various events and programmes for inculcating values for being responsible citizens of the country.

The college celebrates Independence Day on the 15th of August every year. The day marks the importance of freedom, To inculcate patriotism among the students not only on the days of national festivals but the national anthem is recited in the college everyday in the assembly.

Every year on 26th January, college celebrates Republic Day in the campus with great gratification to honor the date on which the constitution of India came into effect. Students are encouraged to take part in the various social awareness programmes organized by the NSS wing of the college.

The college observes various commemorative days such as Constitutional Day on November 26 to commemorate the adoption of the Constitution of India, National Voters Day on 25 January not only to encourage the students to participate in the electoral process but also focuses on the fact that the right to vote is a basic right, International Human Rights day on 10 December every year to promote equality, peace, justice, freedom and the protection of human dignity. World Environment Day on the 5th of June every year to ensure the Environmental concern is addressed. The college organizes a Blood Donation Camp to motivate students to donate blood and social works, Swachh Bharat Cleanliness Drive is organised aiming to promote the importance of cleanliness. Plantation drives are conducted to provide a clean and green environment for all.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Several departments actively involved in organizing events involving students, and staffs:**

- **3rd Jan - National Women Teachers Day**
- **25th Jan - Voters Day**
- **26th Jan - Republic Day**

- 13th Feb - National Women's Day
- 21st Feb - International Mother Tongue Day
- 16th March - The birth anniversary of Sri. Pottisriramulu
- 7th April - International Health Day.
- 14th April - Ambedkar Jayanthi.
- 16th April - The birth anniversary of Kandukuri Veresalingam Panthulu.
- 22nd April - World earth day.
- 23rd April - English Language Day.
- 30th April - Carl Frederick Gauss Birth anniversary.
- 3rd Aug - The birth anniversary of Pingali Venkayya
- 6th Aug - Hiroshima Day
- 12th Aug - National Youth Day
- 15th Aug - Independence Day
- 24th August - The birth anniversary of Tanguturi Prakasam pantulu
- 26th August - Women Equality Day..
- 29th August - Telugu Bhasha Dinotsavam.
- 21st Sep - Gurajada Jayanti.
- 28th Sept Jashua Jayanti.
- 20th Oct Valmiki Jayanti.
- 2nd Nov - The Birth Anniversary Of The Late Shakuntala Devi.
- 11th Nov - National Education Day.
- 1st Dec - World AIDS Day.

- 2nd Dec - World Computer Literacy Day.
- 10th December - International Human Rights Day.
- 14th Dec - Energy Conservation Day.
- 22nd - National Math day.
- 24th Dec - National Consumers Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title of the Practice : Organic Farming**

**Goal :**

To develop knowledge among students about the chemical contamination of our food with pesticide residues and giving awareness about the importance of traditional farming system.

**OBJECTIVES:**

To make the students aware about

1. The use of natural pesticides and fertilizers.
2. Benefits of maintaining and increasing the soil capacity and long term fertility.
3. Production of chemical residue free food.
4. Development of self-sufficiency in terms of fertilizers by producing green manure and vermicompost in the farm land itself

**TITLE OF THE PRACTICE: Aquaculture techniques****GOAL:**

To train the students in the methods of aquaculture to make them the aqua industry ready.

**OBJECTIVES:**

To make the students

- understand the pond ecosystem.
- Practice pond management.
- understand the feeding habits at different growing levels of fish.
- Seek employment opportunities in aqua industries.
- Find place as entrepreneurs in aqua culture industry.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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

D.S Government degree college is a girl's college with the first-generation students from rural and poor economic background and. The observed problem with the employment of the students is relocation to different cities as there are not much employment opportunities in the nearby places. Thus, we feel the responsibility of training the students in various skills enabling them to opt for self-employment wherever they are.

As part of entrepreneurial development among the students the college has adopted the practice of organising training programmes which can empower them to become entrepreneurs.

The following activities were taken up during the year to achieve the above objective:

- The Department of Botany is training the students in



nursery techniques like grafting, layering, and other propagation methods by providing them on job training in registered nursery.

- Botany department is also training the students in an emerging area of self-employment named "Commercial Production of Azolla". The college is training the students in commercial and large-scale production of Azolla with the generous contribution of alumni member Smt. K. Usharani, who came forward and built a pond (20/12 ft) for growing Azolla.
- Women empowerment cell of the college has organized two training programmes such as Candle making and flower arrangement.
- Department of commerce offered a certificate course in digital marketing providing the skills to become freelance digital marketers.
- Department of Zoology is training the students in aqua techniques.
- Students from commerce department have undergone a four week on job training with auditors.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under -

1. Continue to strive for quality enhancement in teaching, learning and evaluation practices by adopting pedagogical approaches.
2. To create an enabling environment for holistic development of Students, Faculty and Support Staff.
3. To facilitate continuous upgradation and updation of Knowledge & Use of Technology, by Faculty and Students.
4. Continue to fulfill its Social Obligations, in the manner of providing formal & informal education, dissemination of Knowledge, organizing programmes and activities for the benefit

of the Community and Other Stakeholders.

5. To create awareness and initiate measures for Protecting and Promoting Environment.

6. To encourage and facilitate Research Culture, to promote Research by students and Faculty and Consultancy by Faculty.