



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Government Degree College (A), Tuni
• Name of the Head of the institution		Dr. Ch.Lalitha
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone No. of the Principal		9866594053
• Alternate phone No.		9866117522
• Mobile No. (Principal)		9866594053
• Registered e-mail ID (Principal)		jkcrjyec.tuni@gmail.com
• Address		Near Tuni Rural Police Station, Velama Kothuru
• City/Town		Tuni
• State/UT		Andhra Pradesh
• Pin Code		533401
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)		01/06/2017
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	M. Sudhadhar				
• Phone No.	9866117522				
• Mobile No:	8186902840				
• IQAC e-mail ID	iqac@gdctuni.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.gdctuni.edu.in/pages1/Documents/AQAR/aqar-2019-20.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.gdctuni.edu.in/pages1/academics/CALENDAR-2020-2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71	2006	21/05/2006	20/05/2011
Cycle 2	B	2.24	2014	24/09/2014	31/12/2022
6.Date of Establishment of IQAC			20/06/2006		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	4				

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
1. Conduction of Covid Tests for Staff And Students - Nodal Officer		
2. Sensitization of Girl Students on Disha APP by Police Personal - Women Empowerment Cell		
3. Conduction of Webinar on Augumented Matrices - Department of Computer Science		
4. Conduction of Webinar on Nano Materials - Department of Physics		
5. ISO Certification of the College - IQAC		
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		
Plan of Action	Achievements/Outcomes	
Preparation of Proposal for ISO Certification	Obtained ISO Certiciation	
Energy Conservation Measures Implementaion	Obtained Energy Management Certificate	
Environment Management	Obtained Environment Management Certificate	
13. Was the AQAR placed before the statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		

Name of the statutory body	Date of meeting(s)
Nil	Nil

14. Was the institutional data submitted to AISHE ?	Yes
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- Year

Year	Date of Submission
01/06/2020	26/02/2022

Extended Profile

1. Programme

1.1	10
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	975
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	235
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	953
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic	
3.1 Number of courses in all programmes during the year:	26
File Description	Documents
Institutional Data in Prescribed Format	[View File](#)
3.2 Number of full-time teachers during the year:	26
File Description	Documents
Institutional Data in Prescribed Format	[View File](#)
3.3 Number of sanctioned posts for the year:	27
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	250
4.2 Total number of Classrooms and Seminar halls	22
4.3 Total number of computers on campus for academic purposes	70
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	4.70645
Part B**CURRICULAR ASPECTS**

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The learning experiences for different programmes and courses at Government Degree College, Tuni are designed and delivered keeping in view of the employability and local needs.. These learning experiences are linked to the learning goals for each programme. The faculty related to each course Discipline formed into a group. This group takes the decisions related to the academic inputs in a particular programme, which are then approved by Board of Studies (BoS) of the respected subject.

Each Board of Studies (BoS) which comprises the in-charge of the Department as the Chairperson, a University Nominee, Two external Subject Experts, One Alumni, one Industrialist and all the internal faculty of the respective department. The role of the Board of Studies is to examine curriculum review changes, sequencing of courses, alignment of course credits with regulatory requirements and referrals made by the discipline groups. Decisions taken in the Board of Studies are then referred to the Academic Coordinator for obtaining the approval in the Academic Council Meeting conducted for that academic year.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

10

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development

offered by the Institution during the year

2

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

2

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability, and Human Values into the curriculum

The college conducts curriculum review of all programmes on a regular basis once in a year. Also undertakes such review whenever required as per need. It is a rigorous process which involve the inputs from all stakeholders. In this, the respective in-charge of the department will obtain feedback on the curriculum from all the stakeholders. Each of the departments will conduct their internal meetings in course revision indicating the changes in contents, credits and pedagogy. The changes will be made in the curriculum by following the guidelines issued by UGC/APSCH/Affiliating University. After this, the curriculum review committee will go through every programme for its relevance to the programme outcomes and the requirements for the industry and society. The committee will finalize the model course structure and submit a detailed report. Such reports will be presented to the Board of Studies for Approval.

Following the guidelines issued by the UGC/APSCH/Affiliating University, 08 Foundation Courses are introduced in the UG Pattern. These constitute 04 Life Skill Courses and 04 Skill development courses for the first three semesters of the UG pattern. The Four Life Skill Courses are Human Values & Professional Ethics, Indian Culture and Science, Environmental Education and Personality Development and Leadership. The Four Skill Development Courses are Tourism Guidance, Business Communication, Performing Arts and Disaster Management. The Syllabus was designed by the faculty as per the guidelines of the Affiliating University and gets it approved in their respective Board of Studies.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

13

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above**360**

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects**353**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	No File Uploaded
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<p><u>Students Feedback :</u> <u>https://forms.gle/pAA32ukT26TEPmxS7</u>; Parents <u>Feedback:</u> <u>https://forms.gle/53Hxu8oeX5pGwHsG9</u>; <u>Employers Feedback :</u> <u>https://forms.gle/XTqTB9hPo8R87TUy5</u>; Alumni <u>Feedback:</u> <u>https://forms.gle/CNEq66APPrj15pbw6</u></p>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<u>http://www.gdctuni.edu.in/pages1/home/content/Feedback-2020-21.pdf</u>
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

434

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<u>View File</u>

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

337

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners. The institute organizes special programs for the students both for advance learner & slow learners. After the first Mid term examinations, the department differentiates the advanced learners and slow learners. There are Guest lectures organized by every department for creating the interest among the advanced learners. Besides this remedial classes are organized for slow learners to make them cope up with their academics. Some departments assigns projects/ internships to the advanced learners.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	944	33

File Description	Documents
Upload any additional information	No File Uploaded

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:

The institute organizes workshops, webinars, Seminars, case studies

to enhance the learning experience of the students. The faculty are well trained to adopt student-centric approach in their class rooms. It is a regular practice of IQAC to organize orientation and skill training programmes every year/semester for the staff before the commencement of the semester to enhance their pedagogy of teaching. It is an institutional practice to prepare the Programme outcomes, Programme specific outcomes and course outcomes, lesson plans and instructional strategies on a common format (Objective Oriented Learning Process) and submit them to the Principal after due scrutiny in the respective departments by the in-charge of the department.. Teachers design lesson plans and methodology in order to achieve specific learning outcomes. Some of the strategies used in the class are:

Problem solving skills:

Case studies to develop problem solving skills

Brain storming to generate ideas

Mind-mapping

Logic approximation

Participative learning:

Role plays for conceptual clarity and participative approach.

Guided group discussion to promote communication ability, generate ideas, interpersonal skills.

Listening and develop problem solving skills.

Mock interviews

Panel discussions to present ideas

Puzzles, Drama, Debates, Games

Experiential learning:

Field projects and internships

Field/industry visits for survey

Audio visual learning in Language Lab.

Demonstration for conceptual clarity

Poster presentation, creating and including video clips

Virtual labs

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The usage of Information and Communication Technology (ICT) in the Teaching Learning process increases the understanding levels of students and creates a positive impact on them. By integrating the technology to the curriculum the teachers can have a better interaction with the students. In this institution, by understanding the benefits of incorporating ICT tools in the teaching process, the faculty members have been using the ICT tools such as Digital Pen & Pad, PPTs, Animated Simulation Models (ASM), Demonstrative Videos (DVID), Digitized Cassettes and Online Quizzes. Preparation of LMS videos besides using the ICT tools like Internet, Projector, Digital Classrooms, Virtual labs, AVs helps the teachers in delivering the subject content in a more effective way to the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.gdctuni.edu.in/pages1/infrastructure/icr.php
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues**2.3.3.1 - Number of mentors**

22

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

By involving all the stakeholders, different committees were constituted and with the help of these, various Academic and Administration tasks are smoothly carried out. Among such committees Academic Calendar committee is one. This committee prepares the academic calendar for the consecutive academic year in advance. This calendar covers the list of examination schedules, academic schedule, vacations and holidays, etc. It provides the total effective working days available in a given semester. Then the Time table committee in cooperation with all the in-charges of the department prepares the time table by correlating the working days available and coverage of curriculum of the subjects. The Calendar committee monitors the effective delivery of the academic program during that year. But due to the Covid situations, during this academic year 2020-21, the Academic calendar was revised following the UGC, Affiliated University Guidelines and the Commissionerate of Collegiate Education instructions. As per these revisions, respective modifications have been done in the corresponding Teaching plans.

All faculties prepare teaching plan for their respective subjects of 90 hours in a Semester. These hours are distributed among class room teaching, curricular activities, workshops and lab session as per the subject requirements. These plans are made in advance and serves as guide for conducting academic sessions in that semester. The Principal and In-charges of the Departments check the progress of each course and ensures timely and effective completion of course in the specified time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

27

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

5

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

62

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

22

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution. The Institute follows Continuous Internal Assessment as it not only firmly strengthens the effectiveness of both teaching and learning processes but also encourages the understanding of teaching as a developmental process that evolves over a period with suggestions and valued inputs from the learners. Continuous assessment involves prudently keeping records on the students continuously and systematically considering the periodic performances of students in academic activities such as assignments, quizzes, case studies, projects, etc. Internal & External Components: To meet the Continuous Internal Assessment process, the evaluation of every course is divided into two components, Internal and External with the weightage of 30% and 70% respectively for I year students and 25% and 75% respectively for II & III year respectively. The External component is the end-term examination of the courses while the internal component includes Mid Semester Examinations, Quizzes, Case studies, Assignment Submission, Class participation, Classroom engagement, etc. The Examination section uses an Examination software for generating the Examination Hall

tickets, Room Plans, Absent Statements, Marks Memos, Cumulative Marks Memo and Provisional Certificates. The software is purchased from a vendor who continuously provides the service under AMC.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The Academics Council conducts curriculum review every year for all the semesters and also whenever it is needed. This review is a rigorous process involving all inputs from the stakeholders. It comprises University Representatives, all in-charges of the departments and local academicians. The Coordinator of the Academic council will conduct internal meetings with all departments to ascertain content and pedagogical changes required based on the COs and POs. Each department will conduct their internal meetings in revising the courses, credits etc. The broad contours of the review will take the UGC/CCE guidelines into account. After this, the curriculum review committee will verify the curriculum prepared for its relevance to the POs and deciding whether it suits local needs or not. This committee will finalize the model course structure. This will be presented to the Academic Council and IQAC, which in turn scrutinize it and make necessary suggestions. After incorporating these suggestions it will be communicated in the department and gets it approved in their BOS meet. The Department is free to design the lecture plans, course structure etc..

During the course, feedback is taken from the students. Basing on this, required changes are done for the next batch. For the curriculum to be more effective, the faculty integrates Co-curricular and Extra-curricular activities. The Minutes of the AC Meet consists the rules and regulations, the course structure and academic calendar. Thus this process ensures the contemporariness of curriculum and its effective implementation to achieve the POs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The programme learning goals are developed based on the broad contours of the vision and mission of the institution. The goals revolve around learning decision making skills in the global industry context, developing critical and analytical thinking, Team work, managing conflicts and able to identify and apply management principles in solving problems related to social sector issues. These goals enable participants to develop vital skills that can facilitate them in securing employment eventually.

Measurement Methodology : The Outcomes measurement is carried out across all core courses taught in the respective programmes. Hence, the measurement is carried out on the entire batch of students in the respective programmes. The learning goals for effective written communication skills are measured by using project reports and while oral communication skills are by Student Seminars and viva voice. The learning goal for social responsibility is measured using internship programmes. Measurement of both these learning goals involves multiple scorers. The remaining learning goals are scored by a single faculty member who is the course coordinator for the respective core course. In the initial cycles the criteria emphasized reaching a maximum number of students in the excellent and good category, while in the next the criteria shifted to reducing the number of students who were in the unsatisfactory category. Thereby ensuring that the evaluation component was able to effectively achieve the programme learning goal across all categories of students.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

178

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
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.gdctuni.edu.in/pages1/home/content/sss-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy of GDC (A) , TUNI comprises the following objectives:

- To identify the emerging areas of research and encourage the faculty members to undertake research in these areas.
- To encourage original quality research in the fields of Arts, Science, Commerce, Languages and other relevant fields.
- To establish linkage with other research organizations and industries to identify potential areas of research, surveys and other basic research enquiry.
- To encourage all faculty members to get research projects and funding from National agencies like UGC, DST etc.
- To offer proper guidance for all faculty members and students to publish their research finding in good quality Journals.
- To provide financial assistance for publication of research papers and research findings.

- To organize workshops/Seminars/Webinars to develop research skills among the scholars and faculty members.
- To promote research and extension works that will cater the needs of the society.
- To encourage faculty members and students to participate in various research activities in their respective fields as well as in areas of contemporary importance.
- To undertake all other such activities which will inculcate research culture in the institution.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

00

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Institute has a robust and vibrant system to promote innovations, creation, and transfer of knowledge. The Institute keeps inviting eminent speakers and subject experts for delivering lectures on Advanced topics so that our students gets utmost benefit from their experience and expertise. The Institute does not restrict itself to holding courses and programmes of conventional courses only. It has carved a niche itself by introducing Vocational and Restructured courses so that students gets immediate employment after their academics.

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Innovation 1:

Etuka.in

It is an e-Commerce platform for Real estate Construction Material Sellers and Customers who wants to purchase construction material at an affordable price. This website also mediates between vehicle suppliers and clients who require to hire a Borewell machine,

concrete mixer, cranes and JCBs. Customers who want to purchase construction material can send their quotation to this platform and can get good material at an affordable and competitive price from various sellers.

Website URL : Www.Etuka.in

Students Involved : Nagu Vikram, B.Sc(MCCS) (2017-2020 batch); Vijay Kumar, B.Sc(MCCS) (2017-2020 batch); Ramesh, B.Sc(MPC) (2017-2020 batch); T Karthik, B.Sc(MCCS) (2018-2021 batch)

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

7

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

RRC & NSS conducted Blood Donation camp in our college on 15.02.2020 with collaboration of Indian Red cross society. 60 members of students participate in this programme and gave their valuable blood to save lives of the people who are in need.

RRC & NSS conducted Corona virus test (COVID - 19) in our college on 17.12.2020 collaboration of Staff of PHC, Tetagunta, East Godavari district. Students and staff are participate in testing carona virus. Shake world with this pandemic. Even though we are all taking precautionary measures to overcome this pandemic.

WEC conducted one week programme of YOGA for all girl students. From 28.12.2020. to 01.01.2021. by professional yoga instructor Ms. M. Jayanthi at 3:00PM to 4:00 PM . The entire aim of YOGA is to self-respect, control the breath, achieve deep relaxation and grow through meditation, all of this combined will result in better mental, emotional and physical health as we challenge the mind and body through a sequence of yoga asanas. 50 students are benefited through the programme.

WEC and SI of Tuni Rural police station is Conducted a programme on DISHA APP on 17.07.2021 on Online mode at 12:00PM to 1:00 PM. Mr. Ganesh Kumar, SI, Tuni Rural police station explained to the students on DISHA APP, developed by the technical services division of the Andhra Pradesh Police.

Other activities are explained in detail in the attachment

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

8

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

517

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

0

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	No File Uploaded
Any additional information	No File Uploaded

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 equipments, etc.

The institute has adequate infrastructure and facilities for Teaching Learning process. The institution has 18 class rooms, 8 Laboratories, 3 digital classrooms and one Virtual Classroom in three Blocks. The 3 digital Classrooms and one Virtual class room serves the need of the e-classroom. Besides this there are two class rooms fitted with LCD projector. The Two computer Labs and one English Language Lab are LAN connected with wi-fi facility. The computer labs which are used by the students for lab-based classes while the ELL is used for practical sessions of communication skills. The three e-classrooms are having Internet Connectivity with, wi-fi for the participants, microphone & good sound system with soundproof wall. These rooms are also used for attending / conducting Video Conference facilities, Online Programmes, Webinars etc. The campus is Wi-Fi enabled in which students can access the internet. This college is utilizing a software for Examination Cell to finalize the student results and the final result will be declared through College Website. The institution is utilizing the software titled DBASE SOLUTIONS for smooth functionality of the examination cell.

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

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

The College has adequate facilities for sports, games and cultural activities

Training programmes on Yoga will be conducted for the students in the academic year.

Open Play Ground

A spacious playground of an area of nearly 15 acres exists on the campus for games such as Cricket, Volley ball, Badminton and Kabbadi Court. The surface of the playground is even and well maintained. Among the indoor games, the students enjoy playing carrom, table tennis etc. Well protected from trespassers and segmented for the

conduct of outdoor games and sports.

Gym

It has well equipped gymnasium for both boys and girls separately. Boys Gymnasium was under the charge of Physical Director while the Ladies Gym chargelie with a Woman Faculty. The Gym will be opened upto 06.00PM everyday. The entry into both these was restricted only to our students and faculty. Outsiders are not allowed. Physical director oversee the maintenance of these Gyms. Students are trained to participate in intramural and inter collegiate competitions.

Facilities For Cultural Activities

Seminar Hall

A Seminar Hall that can accommodate 200 spectators caters to the needs of performances by students. Community interaction with students and other stakeholders of the college generally conducted in this space. This will be used for all the Cultural, Academic Activities of the college.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.70645

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

The Library Management System was updated into version SOUL 2.0 in January, 2018. The process of automation is in progress.

Name of the ILMS Software: SOUL 2.0

Nature of automation: Partial

Version : 2.0

Year of automation: 2020

The area of the central library is 200 sq.ft. The capacity of the reading room is 30. Total no.of books are 17320. The no.of reference books are 5159. The library subscribes few journals. There is a digital library with 1 computer and with high -speed internet facility. The library timings are 9:30 AM to 6:00PM. The institution has the access to N-list.

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

4.2.2 - Institution has access to the following: e- D. Any 1 of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

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

0.059

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

84

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Recognising the importance of technology in education, the institute has implemented use of IT in the teaching- learning process is mandatory. The college uses IT to provide a competitive advantage in its core areas of education and research. The institute aims at providing 99.9 per cent uptime including ensuring server uptime, data recovery and backup, facilitating storage management, hardware, network operations, streamlining operations and simplifying end-user support. The institute is being able to achieve this by deploying

failover equipment in all possible places. All IT infrastructure in the campus is also provided power through UPS.

The Institute has a robust and vibrant IT policy. The policy aims at providing uninterrupted services to all stakeholders .viz. faculty, officers. staff and students. The college has partly Wi-Fi campus, learning management system, web services and email services. During the lockdown due to Covid pandemic, classes were held on-line for students across all programmes. The college IT infrastructure is able to conduct hassle-free classes during this period on the G-Suite Platform.

IT network of the institute is the corner stone of all activities concerning the Institute. IT infrastructure of the college is subjected to regular updation as it required. All the faculty members and office staff are computer literate and are provided with adequate IT infrastructure.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
953	69

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:
Facilities available for e-content development
Media Centre
Audio-Visual Centre
Lecture Capturing System (LCS)
Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

430645

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	No File Uploaded

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

Institute has Annual Maintenance Contract (AMC) for maintaining the examination software, its computers and different equipments in the examination section. Maintenance of classrooms are monitored by Academic Committee. There is a Library Committee which meet regular intervals for facilitating the smooth running of the library activities. Allocation of classes to different classrooms are maintained by the Academic Committee. Timeslots to computer labs, English Language Labs terminal are done by the computer faculty in consultation with the Academic Committee and student body.

Timeslots to Gymnasium are maintained by the Physical Education Department and the student body. The institution has devised its own policies for the Classrooms, Laboratories, Library, Cultural Events, Sports and Games which are approved in the Staff council and

implemented accordingly.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

839

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities
Soft Skills
Language and Communication Skills
Life Skills (Yoga, Physical fitness, Health and Hygiene)
Awareness of Trends in Technology

B. Any 3 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

120

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

E. None of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

7

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

18

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

00

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

College administration endeavors to give significant emphasis to holistic development of students.

Administrative and Academic Responsibilities : Student participation was made mandatory in all administrative and academic decisions. For every class there will be a Class Representative nominated by the Principal. He will represent that class as a whole. Student representatives in the committees like IQAC, Academic Council and BOS contribute in academic and administrative decisions.

Participation in Co-curricular and Extracurricular Activities: Students actively participated in several inter-college/ university contests that provided them with an opportunity to showcase their talents in Sports and games, dance, debating, dramatics, painting etc. • Students were also actively engaged in programmes like selfdefence workshops, cleanliness drives, soft skill enhancement workshops, health check-up and blood donation camps. NCC, NSS, Red Cross, and Women's Cell of the college have also been actively involved in organising community welfare activities. •

Objectives of the Students Representative system:

To promote:

- (a) Discipline and decorum in the College Campus
- (b) Mutual contact, democratic outlook, and spirit of oneness among students
- (c) Social harmony among all students and to work towards their cultural and academic development
- (d) Close and cordial relations between students and teachers
- (e) Leadership quality among students and a consciousness of the College to equip them for becoming responsible citizens

(f) Self reliance, service to the people and duty towards development of the nation.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni are invited to participate in the BoS Meetings of the departments. Besides this feedback on curriculum was also collected from them. This feedback helps the faculty to design the syllabus as per the existing industry / market needs.

The college maintains the recently passed out Alumni data but the Association is not registered under Society registration Act.

Hence, there is no significantly financial and other support services to the development of the institution has been marked by the Association due to Covid -19 standard operative procedure issued by the state Government.

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

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The Governance of the institution is based on the Guidelines, rules and regulation framed by UGC, APSCHE, CCE AP, Vijayawada and also following the norms of the Affiliated University. Conducive work environment is provided to faculty and staff by providing best facilities. Short term goals and long term goals for the institution are set in tune to the vision and mission of the college.

Nature of Governance:

For effective governance, different committees were constituted along with the Statutory bodies of the UGC which deal with the academic, financial and administrative aspects of the college. The important committees are as follows :

1. **Governing Body:** An apex body to approve all the academic, financial and administrative aspects of the college. It is the statutory body which approved the introduction of new programmes, seat enhancement, improvement of existing infrastructural facilities.

2. **Academic Council:** Approves the newly introduced courses, Evaluation process, Certificate courses, BOS modification and frames all the academic regulations.

3. **Board of Studies:** The BOS of every subject will prepare and approve the syllabi for various papers, suggests the methodologies of teaching and evaluation process. It also approves the Certificate Course offered by the concerned department and also designs its syllabus, model paper and evaluation norms.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralization and participative management stand out as the two main strengths of the institution. The College administration is so structured as to delegate authority and operational freedom to various functionaries in academic, administrative and financial matters. The institution practices decentralization and participative management in all the activities for reinforcing a culture of inclusiveness for excellence. The organizational setup is well designed to groom leadership by entrusting key positions and responsibilities with clear-delegation of powers to staff and students at various levels to facilitate smooth functioning in daily routine, activities and events conducted by the institution.

An action plan is chalked out at the academic year beginning including all the schedules and activities which is approved by the Staff council and then implemented under the leadership of the Principal. The activities are further allocated to the respective committees for implementation.

Decentralization Management

The Governing Body is supported by various Statutory and Non-statutory committees. There are various committees from college level to department level for attending to various matters like preparation of policies, proposals and executing tasks. Every committee is headed by a Coordinator/Convener along with two or three members. Students and Non-teaching staff are made members wherever possible. Decisions are made based on feedback and deliberations.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Government Degree College, Tuni was established in 1980 and conferred with Autonomy status in 2017. From the day of securing Autonomy, the institution developed strategically by implementing new courses as per the local demand. To accomplish the Institute's objectives, each department drafted their charter which was translated into objectives and action plans. The Strategic Plan document collates and presents the goals, strategies and performance indicators of each department and the whole institution. These indicators, in turn, have been translated into operating details for each of the functional divisions in terms of priorities, alignment of resources, implementation plan, reporting system and measurement of progress.

.The strategic plan has been prepared after detailed consultation with various departments and reflects the expectations and roadmap for scaling new heights of excellence. This document will help the institution to continuously introspect, benchmark and innovate, a process that is imperatively necessary for continuous growth of the institute.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution has the a well defined organization structure which enables it in functioning with transparency while marching towards excellence. The various institutional bodies descending hierarchical wise are :

Governing Body:

Governing Body is the supreme authority to make the decisions periodically make policies pertaining to academic and administrative matters. This will also approves all the plans and proposals for the overall development of the college.

Principal:

Principal chairs all the academic, administrative and financial committees in the college . He also chairs all the statutory and non-statutory bodies except the Governing Body. The Principal plays a dynamic role in daily functioning of the college.

IQAC:

Internal Quality Assurance Cell will take all measures in improving the quality of education. It prepares the perspective plan of the institution. It organizes all the academic, cultural activities and also conducts the internal audits in the institution.

Controller of Examinations:

The Examination committee headed by Controller is responsible for conduction of examinations, evaluation of answer scripts and declaring the results. He looks after the maintenance of confidentiality in examinations.

Academic Council:

Academic Council is chaired by the Principal along with the affiliated University Representatives will approves all the academic proposals, syllabus and evaluation.

In-charge of Departments:

The in-charge of the Departments prepares all the academic and administrative proposals of their department. He/She chairs the BOS along with the members prepares syllabus and gets approved in the BOS. He monitors all the departmental activities.

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.gdctuni.edu.in/pages1/administration/organogram.php
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college is an Government institution and the administration was carried out by the instructions of Commissionerate of Collegiate Education, Andhra Pradesh. So the all the welfare measures and initiatives of the Andhra Pradesh State Government were applicable to all the permanent staff. These welfare measures will create healthy , loyal and satisfied employees in the institution.

Andhra Pradesh Government Life Insurance(APGLI): It is a compulsory life insurance scheme. All the state government employees who are drawing salaries from 010 head of account of the Government of Andhra Pradesh are mandatorily bound to get insured with this scheme. The minimum compulsory subscription is fixed around 4% of the basic pay.

Group Insurance Scheme(GIS): It is also an insurance scheme

mandatory for every state government employee.

Employee Health Scheme(EHS):It provides cashless treatment to all the employees of state Government and their dependents through the network of hospitals under Dr.YSR Arogyasri Health care trust.

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

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of 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)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

9

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Principal of the institution conducts internal audits regularly. As it is the Government Educational Institution the Government has framed the audit mechanism. Regarding the Income Tax calculations, the Principal will constitute an Internal Audit Team from the Commerce Department every year for checking the Pay and Allowances particulars of the Employees.

Regarding the External Audit, there will be inspections from the Regional Joint Director, Team from the Audit Section of the Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada oftenly will conduct inspections periodically.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution take care to ensure the adequate resources from the various enhancement activities to mobilize the funds. The needs of the finance for the institute is for long and short term requirements. The financial activities is met from various sources like Government Budget, Restructured Course Fee, Special Fee and CPDC fee

College receives Budget allocation funds from the Commissionerate of Collegiate Education, A.P., Vijayawada in four quarters during the financial year. In each quarter the budget will be allocated under different heads and the institution will utilize them up to the maximum extent. The institution also receives funds from the Central and State Government under the plan RUSA(Rashtriya Uchattar Shiksha Abhiyan) in which the shares will be in the ratio of 3:2, UGC Autonomous funds and NSS Funds from the affiliated University.

College utilizes the funds from the internal sources like Special fee, Fee from restructured courses and self finance courses for the academic and developmental activities. Guest Lecture Honorarium, purchase of necessary equipment will be met from the Restructured course fee funds while Special fee funds were utilized for procuring the Lab equipment, purchase of Library books, Training programmes etc.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a major role in enhancing the quality of institution. It is a continuous process in which it sets the benchmarks, creates parameters to reach academic and non-academic goals and collects feedback from the stakeholders. Knowledge management is also made possible by the programmes of the IQAC through cells and committees and it is a participative and facilitative unit with the faculty

members The following are the major incremental improvements and quality initiatives taken up by the IQAC are:

- Preparing Annual planners
- Conducting Internal Academic Audits
- Coordinating Statutory Body Meetings and General Staff Meetings
- Conduct of IQAC Meeting
- Administering and Monitoring Feedback analysis collected from various stakeholders
- Submission of AQAR Reports
- AISHE & NIRF Data uploading
- External Publicity
- Participation in Surveys and Rankings
- Conduction of Student Induction Programme
- Planning for Career Guidance and Competitive coaching programmes

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The teaching-learning process is continuously reviewed by the Institution. Faculty members are instructed to prepare their lesson plan in the beginning of the semester for their respective subjects. The lesson plan includes topics, planned date, content analysis, expected learning outcome, instructional strategies, resource usage and the evaluation technique. Lesson plans are strictly followed by the teachers and is monitored by the In-charge of the Department. The Principal takes rounds and observes lectures delivered by the staff and reviews the progress of the completion of the syllabus in the staff meeting periodically. The faculty are instructed to conduct Remedial coaching classes for slow learners. The Principal personally reviews implementation of the academic calendar. Review of the learning outcome is done by taking feedback from the students. Oral feedback will be taken by the In-charge of the Department and the Principal, and written feedback is collected by the IQAC. According to the feedback corrective measures are taken by the Principal.

Besides this the other techniques followed by the IQAC for the teaching and learning process are as follows:

- Preparing all the formats / proposals regarding academic activities of the college.
- Maintenance of Punctuality and Discipline
- Providing ICT tools for effective teaching learning process by utilizing the available funds.
- Monitoring of student attendance and giving counseling for the irregular students
- Online feedback forms to the students.
- Conducting Parent teacher meetings.
- To create bench marks and setting up of academic goals

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

Out of the total strength, the girl students number is upto one third only. In order to increase their number in the next academic year, the institution takes different measures which include the girl students safety and security. CCTV camera installation in the campus at various places helps the administration to have a complete control on the campus.

For dealing with gender based issues Women Empowerment Cell was constituted. This cell educates the Women/ Girls on their rights by providing Guest Lecturer from the eminent Women Professionals / Women Activists. This cell also creates awareness on their legal rights by inviting talks of the nearby Police Officials. This cell also deals with the complaints raised by the girl students.

Inorder to make them physically and mentally strong with the boys, a separate Gymnasium was available from 09.00AM to 06.00PM. This will be in the control of a Women Faculty. There will be separate counseling for the girl students on their socio, economic, academic problems by the Women Faculty.

A rest room with needed medical kit is continuously available for the girl students who are fallen sick during the working hours.

Besides this 33% reservation was implemented by the APSCHE during the online admission process.

With all these efforts, the college is expecting that their number will be increased in the forthcoming years.

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management: For collecting the solid waste from nook and corner of the class rooms dustbins are arranged. Besides this substantial number of dustbins are also installed in different parts of the campus. The class IV staff collects all the solid waste material and dumps in the area allocated. This dumped waste is handed over to the local panchayat staff for recycling& disposals. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste will be collected from the connecting area between the blocks, front portion of the UG and PG blocks and the approach road of the college. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure.

Liquid waste: All the liquid waste from washroom, running water outlets open for students is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management: Regarding the E-waste management college has constituted a committee with 6 members which include the Principal, two senior lecturers, one administrative staff and two student representatives. This committee identifies the outdated / unserviceable electronic material in the college and prepares a list. After getting it approval in the Staff counsel, following the Standard Operational Procedure of E-waste Management issued by the Commissionerate of Collegiate Education, it will be sent to the notified agency for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
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:

C. Any 2 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**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

C. Any 2 of the above

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions/awards
5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

Our institute is undertaking, several efforts and initiatives by providing an inclusive environment to students, teaching and non-teaching staff by tolerance and harmony towards cultural, regional linguistic, also communal socioeconomic and other diversities in the form of celebration of several activities and regional festivals. During the Covid pandemic period, Covid tests in coordination with the Mandal level medical persons are conducted to all the stakeholders of the college frequently, In addition to this Covid Vaccinations were also done to the stakeholders for protecting their health.

In addition to this every fourth Saturday of the month Swatch College /Swatch Bharath programme is organised. The students have taken up many cleanliness drives both inside the campus and nearby villages considering it as a responsibility every citizen. The students have also taken up Plantation drives to provide a clean and green environment for all. Awareness on Hazard of Ragging was conducted with local police officials so that the college will be free from such atmosphere. Events also conducted by NSS on National Voter day, oath taking for Anti terrorism Day, Yoga Day, Blood Camp etc. Cultural Programmes such as Pongal Celebrations, Freshers Day, Farewell Day and were also organised. Languages departments conduct programmes like Mathru Basha Divas Celebrations, Communication Skill training programmes in the college.

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

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

Our institution provides not only provides the sound academic foundation to the student community but also it takes up the responsibility of moulding them as better citizens of the country. In this regard, apart from the academics it organizes various activities and programmes for , inculcating the feeling of oneness among the students. With the theme "Unity in Diversity" the faculties initiate and organise the following programmes.

1. National Constitution Day : Celebrated on 26th November. On this day, the Political Science department will explain the features of our Indian Constitution. The students of this department will give seminars / talks on the Rights and Duties of the Citizens. Competitions like Quiz, Elocution were also conducted

2. National Voters Day : Celebrated on 25th January. On this day, the Arts section will organize the programme in creating awareness on the Importance of Voting in Indian Democracy. They also takes up the responsibility of registering all the students of the college who have completed 18 year as Voters in the National Electoral Roll.

Apart from these National Festivals were celebrated in the college in honor of our nation and great leaders. The programmes organized on these days inspires the student community and their minds will be filled with patriotism. These festivals inculcates the feeling of owing to the nation and makes them more loyal to the country.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the

C. Any 2 of the above

Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Our Institution has a culture of celebrating Important Days. Students participation is mandatory. National Festivals remind our forefathers struggle for the independence. As the independence fruits are enjoyed, it is the basic responsibility to show gratitude. Celebrating them also invokes the feeling of patriotism among students and makes them to be more loyal.

Republic Day: Celebrated on 26th of January. It is celebrated to honour the inception of the Constitution of the India even though it was adopted by the Constituent Assembly on 26th November January 1949. It reminds the youth about their rights and duties. It instils the hearts of the students with a sense of responsibility for the country and celebrated with great zeal and fervor.

Independence Day: India attained freedom from the clutches of the British after immense struggle and numerous sacrifices by the people, being inspired by great leaders. These leaders carried out various freedom movements and protests. It reminds the youth that the freedom they enjoy today has been earned by the hard struggle.

Gandhi Jayanti : Celebrated on 2nd October to mark the birthday of our Father of the Nation and to give the message of peace and brotherhood . In today's times as violence and aggression all around, Gandhian ideologies of truth and non-violence inspire the youth.

These are celebrated in great fervor. Students participate in these whole heartedly. Patriotic songs are sung and the entire atmosphere is infused with love and devotion for the country.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices of the College :

1. Observing every First and Third Saturday of the Month as Motor Vehicle Free day

Objectives :

- Air Pollution can be minimised
- Environment will be clean
- Students understands the pollution caused by the Motor Vehicles
- Fuel can be saved.

2. Playing of National Song and National Anthem before commencement and after the closure of the classwork every day

Objectives :

- Inculcates Loyalty and Patriotism among the students
- Understands the duties and responsibilities of Indian Citizens
- Promotes brotherhood among students
- Develops unity among the students

File Description	Documents
Best practices in the Institutional website	http://www.gdctuni.edu.in/pages1/best_practices/BP-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Providing Quality education to the Socio - economic marginalized sections of the rural people as a vision Government Degree College, Tuni is functioning. In shaping and strengthening the student admissions annually, the achievement has been quite encouraging and remarkable. The very establishment of Govt Degree College, Tuni is in pursuit of catering the higher educational needs of the surrounding rural areas of Tuni. In accordance with this strategic thrust, it has embarked upon progress and achieved the Autonomous Stature in 2017-18. On achieving the Autonomy Status every year new courses (Restructured / Conventional) have been introduced and all the new combinations are mainly of marked demand. During this Academic year 2020-21 B.Voc.(Pharmaceutical Chemistry) and B.Com.(Accounting and Taxation) have been introduced. There is an active Women Empowerment Cell, Grievance Redressal Cell giving full fledged support to women students.

Social service is a compulsory component for all students, an active NSS Cell organizes outreach programmes and Swachh Bharat cleaning programmes by adopting villages. Further, the institution in accordance with the college vision encourages and organizes Science Camps like Inspire, National Seminars and National Level Workshops by inviting experts all over India to inspire and motivate teachers in and around AP.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The learning experiences for different programmes and courses at Government Degree College, Tuni are designed and delivered keeping in view of the employability and local needs.. These learning experiences are linked to the learning goals for each programme. The faculty related to each course Discipline formed into a group. This group takes the decisions related to the academic inputs in a particular programme, which are then approved by Board of Studies (BoS) of the respected subject.

Each Board of Studies (BoS) which comprises the in-charge of the Department as the Chairperson, a University Nominee, Two external Subject Experts, One Alumni, one Industrialist and all the internal faculty of the respective department. The role of the Board of Studies is to examine curriculum review changes, sequencing of courses, alignment of course credits with regulatory requirements and referrals made by the discipline groups. Decisions taken in the Board of Studies are then referred to the Academic Coordinator for obtaining the approval in the Academic Council Meeting conducted for that academic year.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

10

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

2

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

2

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

10

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The college conducts curriculum review of all programmes on a regular basis once in a year. Also undertakes such review whenever required as per need. It is a rigorous process which involve the inputs from all stakeholders. In this, the respective in-charge of the department will obtain feedback on the curriculum from all the stakeholders. Each of the departments will conduct their internal meetings in course revision indicating the changes in contents, credits and pedagogy. The changes will be made in the curriculum by following the guidelines issued by UGC/APSCH/Affiliating University. After this, the curriculum review committee will go through every programme for its relevance to the programme outcomes and the requirements for the industry and society. The committee will finalize the model course structure and submit a detailed report. Such reports will be presented to the Board of Studies for Approval.

Following the guidelines issued by the UGC/APSCH/Affiliating University, 08 Foundation Courses are introduced in the UG Pattern. These constitute 04 Life Skill Courses and 04 Skill development courses for the first three semesters of the UG pattern. The Four Life Skill Courses are Human Values & Professional Ethics, Indian Culture and Science, Environmental Education and Personality Development and Leadership. The Four Skill Development Courses are Tourism Guidance, Business Communication, Performing Arts and Disaster Management. The Syllabus was designed by the faculty as per the guidelines of the Affiliating University and gets it approved in their respective Board of Studies.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

13

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

360

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

353

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	No File Uploaded
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the A. All 4 of the above

syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	<p><u>Students Feedback :</u> https://forms.gle/pAA32ukT26TEPmxS7; <u>Parents Feedback:</u> https://forms.gle/53Hxu8oeX5pGwHsG9; <u>Employers Feedback :</u> https://forms.gle/XTqTB9hPo8R87TUy5; <u>Alumni Feedback:</u> https://forms.gle/CNEq66APPrjl5pbw6</p>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<p>http://www.gdctuni.edu.in/pages1/home/content/Feedback-2020-21.pdf</p>
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

434

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

337

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Every department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners. The institute organizes special programs for the students both for advance learner & slow learners. After the first Mid term examinations, the department differentiates the advanced learners and slow learners. There are Guest lectures organized by every department for creating the interest among the advanced learners. Besides this remedial classes are organized for slow learners to make them cope up with their academics. Some departments assigns projects/ internships to the advanced learners.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	944	33

File Description	Documents
Upload any additional information	No File Uploaded

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:

The institute organizes workshops, webinars, Seminars, case studies to enhance the learning experience of the students. The faculty are well trained to adopt student-centric approach in their class rooms. It is a regular practice of IQAC to organize orientation and skill training programmes every year/semester for the staff before the commencement of the semester to enhance their pedagogy of teaching. It is an institutional practice to prepare the Programme outcomes, Programme specific outcomes and course outcomes, lesson plans and instructional strategies on a common format (Objective Oriented Learning Process) and submit them to the Principal after due scrutiny in the respective departments by the in-charge of the department.. Teachers design lesson plans and methodology in order to achieve specific learning outcomes. Some of the strategies used in the class are:

Problem solving skills:

Case studies to develop problem solving skills

Brain storming to generate ideas

Mind-mapping

Logic approximation

Participative learning:

Role plays for conceptual clarity and participative approach.

Guided group discussion to promote communication ability, generate ideas, interpersonal skills.

Listening and develop problem solving skills.

Mock interviews

Panel discussions to present ideas

Puzzles, Drama, Debates, Games

Experiential learning:

Field projects and internships

Field/industry visits for survey

Audio visual learning in Language Lab.

Demonstration for conceptual clarity

Poster presentation, creating and including video clips

Virtual labs

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The usage of Information and Communication Technology (ICT) in the Teaching Learning process increases the understanding levels of students and creates a positive impact on them. By integrating the technology to the curriculum the teachers can have a better interaction with the students. In this institution, by understanding the benefits of incorporating ICT tools in the teaching process, the faculty members have been using the ICT tools such as Digital Pen & Pad, PPTs, Animated Simulation Models (ASM), Demonstrative Videos (DVID), Digitized Cassettes and Online Quizzes. Preparation of LMS videos besides using the ICT tools like Internet, Projector, Digital Classrooms, Virtual labs, AVs helps the teachers in delivering the subject content in a more effective way to the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.gdctuni.edu.in/pages1/infrastructure/icr.php
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

22

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

By involving all the stakeholders, different committees were constituted and with the help of these, various Academic and Administration tasks are smoothly carried out. Among such committees Academic Calendar committee is one. This committee prepares the academic calendar for the consecutive academic year in advance. This calendar covers the list of examination schedules, academic schedule, vacations and holidays, etc. It provides the total effective working days available in a given semester. Then the Time table committee in cooperation with all the in-charges of the department prepares the time table by correlating the working days available and coverage of curriculum of the subjects. The Calendar committee monitors the effective delivery of the academic program during that year. But due to the Covid situations, during this academic year 2020-21, the Academic calendar was revised following the UGC, Affiliated University Guidelines and the Commissionerate of Collegiate Education instructions. As per these revisions, respective modifications have been done in the corresponding Teaching plans.

All faculties prepare teaching plan for their respective subjects of 90 hours in a Semester. These hours are distributed among

class room teaching, curricular activities, workshops and lab session as per the subject requirements. These plans are made in advance and serves as guide for conducting academic sessions in that semester. The Principal and In-charges of the Departments check the progress of each course and ensures timely and effective completion of course in the specified time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

27

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

5

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

62

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

22

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in Examination Management System (EMS) of the Institution. The Institute follows Continuous Internal Assessment as it not only firmly strengthens the effectiveness of both teaching and learning processes but also encourages the understanding of teaching as a developmental process that evolves over a period with suggestions and valued

inputs from the learners. Continuous assessment involves prudently keeping records on the students continuously and systematically considering the periodic performances of students in academic activities such as assignments, quizzes, case studies, projects, etc. Internal & External Components: To meet the Continuous Internal Assessment process, the evaluation of every course is divided into two components, Internal and External with the weightage of 30% and 70% respectively for I year students and 25% and 75% respectively for II & III year respectively. The External component is the end-term examination of the courses while the internal component includes Mid Semester Examinations, Quizzes, Case studies, Assignment Submission, Class participation, Classroom engagement, etc. The Examination section uses an Examination software for generating the Examination Hall tickets, Room Plans, Absent Statements, Marks Memos, Cumulative Marks Memo and Provisional Certificates. The software is purchased from a vendor who continuously provides the service under AMC.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The Academics Council conducts curriculum review every year for all the semesters and also whenever it is needed. This review is a rigorous process involving all inputs from the stakeholders. It comprises University Representatives, all in-charges of the departments and local academicians. The Coordinator of the Academic council will conduct internal meetings with all departments to ascertain content and pedagogical changes required based on the COs and POs. Each department will conduct their internal meetings in revising the courses, credits etc. The broad contours of the review will take the UGC/CCE guidelines into account. After this, the curriculum review committee will verify the curriculum prepared for its relevance to the POs and deciding whether it suits local needs or not. This committee will finalize the model course structure. This will be presented to the Academic Council and IQAC, which in turn scrutinize it and make necessary suggestions. After incorporating these suggestions it

will be communicated in the department and gets it approved in their BOS meet. The Department is free to design the lecture plans, course structure etc..

During the course, feedback is taken from the students. Basing on this, required changes are done for the next batch. For the curriculum to be more effective, the faculty integrates Co-curricular and Extra-curricular activities. The Minutes of the AC Meet consists the rules and regulations, the course structure and academic calendar. Thus this process ensures the contemporariness of curriculum and its effective implementation to achieve the POs.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The programme learning goals are developed based on the broad contours of the vision and mission of the institution. The goals revolve around learning decision making skills in the global industry context, developing critical and analytical thinking, Team work, managing conflicts and able to identify and apply management principles in solving problems related to social sector issues. These goals enable participants to develop vital skills that can facilitate them in securing employment eventually.

Measurement Methodology : The Outcomes measurement is carried out across all core courses taught in the respective programmes. Hence, the measurement is carried out on the entire batch of students in the respective programmes. The learning goals for effective written communication skills are measured by using project reports and while oral communication skills are by Student Seminars and viva voice. The learning goal for social responsibility is measured using internship programmes. Measurement of both these learning goals involves multiple scorers. The remaining learning goals are scored by a single faculty member who is the course coordinator for the respective core course. In the initial cycles the criteria emphasized

reaching a maximum number of students in the excellent and good category, while in the next the criteria shifted to reducing the number of students who were in the unsatisfactory category. Thereby ensuring that the evaluation component was able to effectively achieve the programme learning goal across all categories of students.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

178

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
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.gdctuni.edu.in/pages1/home/content/sss-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Research Policy of GDC (A) , TUNI comprises the following objectives:

- To identify the emerging areas of research and encourage the faculty members to undertake research in these areas.
- To encourage original quality research in the fields of Arts, Science, Commerce, Languages and other relevant fields.
- To establish linkage with other research organizations and industries to identify potential areas of research, surveys and other basic research enquiry.
- To encourage all faculty members to get research projects and funding from National agencies like UGC, DST etc.
- To offer proper guidance for all faculty members and students to publish their research finding in good quality Journals.
- To provide financial assistance for publication of research papers and research findings.
- To organize workshops/Seminars/Webinars to develop research skills among the scholars and faculty members.
- To promote research and extension works that will cater the needs of the society.
- To encourage faculty members and students to participate in various research activities in their respective fields as well as in areas of contemporary importance.
- To undertake all other such activities which will inculcate research culture in the institution.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

00

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Institute has a robust and vibrant system to promote innovations, creation, and transfer of knowledge. The Institute keeps inviting eminent speakers and subject experts for delivering lectures on Advanced topics so that our students gets utmost benefit from their experience and expertise. The Institute does not restrict itself to holding courses and programmes of

conventional courses only. It has carved a niche itself by introducing Vocational and Restructured courses so that students gets immediate employment after their academics.

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Innovation 1:

Etuka.in

It is an e-Commerce platform for Real estate Construction Material Sellers and Customers who wants to purchase construction material at an affordable price. This website also mediates between vehicle suppliers and clients who require to hire a Borewell machine, concrete mixer, cranes and JCBs. Customers who want to purchase construction material can send their quotation to this platform and can get good material at an affordable and competitive price from various sellers.

Website URL : Www.Etuka.in

Students Involved : Nagu Vikram, B.Sc(MCCS) (2017-2020 batch); Vijay Kumar, B.Sc(MCCS) (2017-2020 batch); Ramesh, B.Sc(MPC) (2017-2020 batch); T Karthik, B.Sc(MCCS) (2018-2021 batch)

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

7

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

RRC & NSS conducted Blood Donation camp in our college on 15.02.2020 with collaboration of Indian Red cross society. 60 members of students participate in this programme and gave their valuable blood to save lives of the people who are in need.

RRC & NSS conducted Corona virus test (COVID - 19) in our college on 17.12.2020 collaboration of Staff of PHC, Tetagunta,

East Godavari district. Students and staff are participate in testing carona virus. Shake world with this pandemic. Even though we are all taking precautionary measures to overcome this pandemic.

WEC conducted one week programme of YOGA for all girl students. From 28.12.2020. to 01.01.2021. by professional yoga instructor Ms. M. Jayanthi at 3:00PM to 4:00 PM . The entire aim of YOGA is to self- respect, control the breath, achieve deep relaxation and grow through meditation, all of this combined will result in better mental, emotional and physical health as we challenge the mind and body through a sequence of yoga asanas. 50 students are benefited through the programme.

WEC and SI of Tuni Rural police station is Conducted a programme on DISHA APP on 17.07.2021 on Online mode at 12:00PM to 1:00 PM. Mr. Ganesh Kumar,SI,Tuni Rural police station explained to the students on DISHA APP, developed by the technical services division of the Andhra Pradesh Police.

Other activites are explained in detail in the attachment

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

8

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

517

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

0

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	No File Uploaded
Any additional information	No File Uploaded

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 equipments, etc.

The institute has adequate infrastructure and facilities for Teaching Learning process. The institution has 18 class rooms, 8 Laboratories, 3 digital classrooms and one Virtual Classroom in three Blocks. The 3 digital Classrooms and one Virtual class room serves the need of the e-classroom. Besides this there are two class rooms fitted with LCD projector. The Two computer Labs and one English Language Lab are LAN connected with wi-fi facility. The computer labs which are used by the students for lab-based classes while the ELL is used for practical sessions of communication skills. The three e-classrooms are having Internet Connectivity with, wi-fi for the participants, microphone & good sound system with soundproof wall. These rooms are also used for attending / conducting Video Conference facilities, Online Programmes, Webinars etc. The campus is Wi-Fi enabled in which students can access the internet. This college is utilizing a software for Examination Cell to finalize the student results and the final result will be declared through College Website. The institution is utilizing the software titled DBASE SOLUTIONS for smooth functionality of the examination cell.

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

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

The College has adequate facilities for sports, games and cultural activities

Training programmes on Yoga will be conducted for the students in the academic year.

Open Play Ground

A spacious playground of an area of nearly 15 acres exists on the campus for games such as Cricket, Volley ball, Badminton and Kabbadi Court. The surface of the playground is even and well maintained. Among the indoor games, the students enjoy playing

carrom, table tennis etc. Well protected from trespassers and segmented for the conduct of outdoor games and sports.

Gym

It has well equipped gymnasium for both boys and girls separately. Boys Gymnasium was under the charge of Physical Director while the Ladies Gym chargelie with a Woman Faculty. The Gym will be opened upto 06.00PM everyday. The entry into both these was restricted only to our students and faculty. Outsiders are not allowed. Physical director oversee the maintenance of these Gyms. Students are trained to participate in intramural and inter collegiate competitions.

Facilities For Cultural Activities

Seminar Hall

A Seminar Hall that can accommodate 200 spectators caters to the needs of performances by students. Community interaction with students and other stakeholders of the college generally conducted in this space. This will be used for all the Cultural, Academic Activities of the college.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

in Lakhs)

4.70645

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

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

The Library Management System was updated into version SOUL 2.0 in January, 2018. The process of automation is in progress.

Name of the ILMS Software: SOUL 2.0

Nature of automation: Partial

Version : 2.0

Year of automation: 2020

The area of the central library is 200 sq.ft. The capacity of the reading room is 30. Total no.of books are 17320. The no.of reference books are 5159. The library subscribes few journals. There is a digital library with 1 computer and with high -speed internet facility. The library timings are 9:30 AM to 6:00PM. The institution has the access to N-list.

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

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

D. Any 1 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

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

0.059

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

84

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Recognising the importance of technology in education, the institute has implemented use of IT in the teaching- learning process is mandatory. The college uses IT to provide a competitive advantage in its core areas of education and research. The institute aims at providing 99.9 per cent uptime including ensuring server uptime, data recovery and backup, facilitating storage management, hardware, network operations,

streamlining operations and simplifying end-user support. The institute is being able to achieve this by deploying failover equipment in all possible places. All IT infrastructure in the campus is also provided power through UPS.

The Institute has a robust and vibrant IT policy. The policy aims at providing uninterrupted services to all stakeholders .viz. faculty, officers. staff and students. The college has partly Wi-Fi campus, learning management system, web services and email services. During the lockdown due to Covid pandemic, classes were held on-line for students across all programmes. The college IT infrastructure is able to conduct hassle-free classes during this period on the G-Suite Platform.

IT network of the institute is the corner stone of all activities concerning the Institute. IT infrastructure of the college is subjected to regular updation as it required. All the faculty members and office staff are computer literate and are provided with adequate IT infrastructure.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
953	69

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

B. 35 Mbps - 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:
Facilities available for e-content development
Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

430645

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	No File Uploaded

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

Institute has Annual Maintenance Contract (AMC) for maintaining the examination software, its computers and different equipments in the examination section. Maintenance of classrooms are monitored by Academic Committee. There is a Library Committee which meet regular intervals for facilitating the smooth running of the library activities. Allocation of classes to different classrooms are maintained by the Academic Committee. Timeslots to computer labs, English Language Labs terminal are done by the

computer faculty in consultation with the Academic Committee and student body.

Timeslots to Gymnasium are maintained by the Physical Education Department and the student body. The institution has devised its own policies for the Classrooms, Laboratories, Library, Cultural Events, Sports and Games which are approved in the Staff council and implemented accordingly.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

839

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students'

B. Any 3 of the above

capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

120

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

E. None of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

7

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

18

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

00

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

College administration endeavors to give significant emphasis to holistic development of students.

Administrative and Academic Responsibilities : Student participation was made mandatory in all administrative and academic decisions. For every class there will be a Class Representative nominated by the Principal. He will represent that class as a whole. Student representatives in the committees like IQAC, Academic Council and BOS contribute in academic and administrative decisions.

Participation in Co-curricular and Extracurricular Activities: Students actively participated in several inter-college/ university contests that provided them with an opportunity to showcase their talents in Sports and games, dance, debating, dramatics, painting etc. • Students were also actively engaged in programmes like selfdefence workshops, cleanliness drives, soft skill enhancement workshops, health check-up and blood donation camps. NCC, NSS, Red Cross, and Women's Cell of the college have also been actively involved in organising community welfare activities. •

Objectives of the Students Representative system:

To promote:

(a) Discipline and decorum in the College Campus

(b) Mutual contact, democratic outlook, and spirit of oneness among students

(c) Social harmony among all students and to work towards their cultural and academic development

(d) Close and cordial relations between students and teachers

(e) Leadership quality among students and a consciousness of the College to equip them for becoming responsible citizens

(f) Self reliance, service to the people and duty towards development of the nation.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni are invited to participate in the BoS Meetings of the departments. Besides this feedback on curriculum was also collected from them. This feedback helps the faculty to design the syllabus as per the existing industry / market needs.

The college maintains the recently passed out Alumni data but the Association is not registered under Society registration Act.

Hence, there is no significantly financial and other support services to the development of the institution has been marked by the Association due to Covid -19 standard operative procedure issued by the state Government.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The Governance of the institution is based on the Guidelies, rules and regulation framed by UGC, APSCHE, CCE AP, Vijayawada and also following the norms of the Affiliated University. Conducive work environment is provided to faculty and staff by providing best facilities. Short term goals and long term goals for the institution are set in tune to the vision and mission of the college.

Nature of Governance:

For effective governance, different committees were constituted along with the Statutory bodies of the UGC which deal with the academic, financial and administrative aspects of the college. The important committees are as follows :

1. Governing Body: An apex body to approve all the academic, financial and administrative aspects of the college. It is the statutory body which approved the introduction of new programmes,

seat enhancement, improvement of existing infrastructural facilities.

2.Academic Council: Approves the newly introduced courses, Evaluation process, Certificate courses, BOS modification and frames all the academic regulations.

3.Board of Studies: The BOS of every subject will prepare and approve the syllabi for various papers, suggests the methodologies of teaching and evaluation process. It also approves the Certificate Course offered by the concerned department and also designs its syllabus, model paper and evaluation norms.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralization and participative management stand out as the two main strengths of the institution. The College administration is so structured as to delegate authority and operational freedom to various functionaries in academic, administrative and financial matters. The institution practices decentralization and participative management in all the activities for reinforcing a culture of inclusiveness for excellence. The organizational setup is well designed to groom leadership by entrusting key positions and responsibilities with clear-delegation of powers to staff and students at various levels to facilitate smooth functioning in daily routine, activities and events conducted by the institution.

An action plan is chalked out at the academic year beginning including all the schedules and activities which is approved by the Staff council and then implemented under the leadership of the Principal. The activities are further allocated to the respective committees for implementation.

Decentralization Management

The Governing Body is supported by various Statutory and Non-

statutory committees. There are various committees from college level to department level for attending to various matters like preparation of policies, proposals and executing tasks. Every committee is headed by a Coordinator/Convener along with two or three members. Students and Non-teaching staff are made members wherever possible. Decisions are made based on feedback and deliberations.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Government Degree College, Tuni was established in 1980 and conferred with Autonomy status in 2017. From the day of securing Autonomy, the institution developed strategically by implementing new courses as per the local demand. To accomplish the Institute's objectives, each department drafted their charter which was translated into objectives and action plans. The Strategic Plan document collates and presents the goals, strategies and performance indicators of each department and the whole institution. These indicators, in turn, have been translated into operating details for each of the functional divisions in terms of priorities, alignment of resources, implementation plan, reporting system and measurement of progress.

.The strategic plan has been prepared after detailed consultation with various departments and reflects the expectations and roadmap for scaling new heights of excellence. This document will help the institution to continuously introspect, benchmark and innovate, a process that is imperatively necessary for continuous growth of the institute.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution has the a well defined organization structure which enables it in functioning with transparency while marching towards excellence. The various institutional bodies descending hierarchical wise are :

Governing Body:

Governing Body is the supreme authority to make the decisions periodically make policies pertaining to academic and administrative matters. This will also approves all the plans and proposals for the overall development of the college.

Principal:

Principal chairs all the academic, administrative and financial committees in the college . He also chairs all the statutory and non-statutory bodies except the Governing Body. The Principal plays a dynamic role in daily functioning of the college.

IQAC:

Internal Quality Assurance Cell will take all measures in improving the quality of education. It prepares the perspective plan of the institution. It organizes all the academic, cultural activities and also conducts the internal audits in the institution.

Controller of Examinations:

The Examination committee headed by Controller is responsible for conduction of examinations, evaluation of answer scripts and declaring the results. He looks after the maintenance of confidentiality in examinations.

Academic Council:

Academic Council is chaired by the Principal along with the affiliated University Representatives will approves all the academic proposals, syllabus and evaluation.

In-charge of Departments:

The in-charge of the Departments prepares all the academic and administrative proposals of their department. He/She chairs the BOS along with the members prepares syllabus and gets approved in the BOS. He monitors all the departmental activities.

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.gdctuni.edu.in/pages1/administration/organogram.php
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college is an Government institution and the administration was carried out by the instructions of Commissionerate of

Collegiate Education, Andhra Pradesh. So the all the welfare measures and initiatives of the Andhra Pradesh State Government were applicable to all the permanent staff. These welfare measures will create healthy , loyal and satisfied employees in the institution.

Andhra Pradesh Government Life Insurance(APGLI): It is a compulsory life insurance scheme. All the state government employees who are drawing salaries from 010 head of account of the Government of Andhra Pradesh are mandatorily bound to get insured with this scheme. The minimum compulsory subscription is fixed around 4% of the basic pay.

Group Insurance Scheme(GIS): It is also an insurance scheme mandatory for every state government employee.

Employee Health Scheme(EHS):It provides cashless treatment to all the employees of state Government and their dependents through the network of hospitals under Dr.YSR Arogyasri Health care trust.

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

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of 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)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

9

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Principal of the institution conducts internal audits regularly. As it is the Government Educational Institution the Government has framed the audit mechanism. Regarding the Income Tax calculations, the Principal will constitute an Internal Audit Team from the Commerce Department every year for checking the Pay and Allowances particulars of the Employees.

Regarding the External Audit, there will be inspections from the Regional Joint Director, Team from the Audit Section of the Commissionerate of Collegiate Education, Andhra Pradesh, Vijayawada oftenly will conduct inspections periodically.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution take care to ensure the adequate resources from the various enhancement activities to mobilize the funds. The needs of the finance for the institute is for long and short term requirements. The financial activities is met from various sources like Government Budget, Restructured Course Fee, Special Fee and CPDC fee

College receives Budget allocation funds from the Commissionerate of Collegiate Education, A.P., Vijayawada in four quarters during the financial year. In each quarter the budget will be allocated under different heads and the institution will utilize them up to the maximum extent. The institution also receives funds from the Central and State Government under the plan RUSA(Rashtriya Uchattar Shiksha Abhiyan) in which the shares will be in the ratio of 3:2, UGC Autonomous funds and NSS Funds from the affiliated University.

College utilizes the funds from the internal sources like Special fee, Fee from restructured courses and self finance courses for the academic and developmental activities. Guest Lecture Honorarium, purchase of necessary equipment will be met from the Restructured course fee funds while Special fee funds were utilized for procuring the Lab equipment, purchase of Library books, Training programmes etc.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC plays a major role in enhancing the quality of institution. It is a continuous process in which it sets the benchmarks, creates parameters to reach academic and non-academic goals and collects feedback from the stakeholders. Knowledge management is also made possible by the programmes of the IQAC through cells and committees and it is a participative and facilitative unit with the faculty members. The following are the major incremental improvements and quality initiatives taken up by the IQAC are:

- Preparing Annual planners
- Conducting Internal Academic Audits
- Coordinating Statutory Body Meetings and General Staff Meetings
- Conduct of IQAC Meeting
- Administering and Monitoring Feedback analysis collected from various stakeholders
- Submission of AQAR Reports
- AISHE & NIRF Data uploading
- External Publicity
- Participation in Surveys and Rankings
- Conduction of Student Induction Programme
- Planning for Career Guidance and Competitive coaching programmes

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The teaching-learning process is continuously reviewed by the Institution. Faculty members are instructed to prepare their lesson plan in the beginning of the semester for their respective subjects. The lesson plan includes topics, planned date, content analysis, expected learning outcome, instructional strategies, resource usage and the evaluation technique. Lesson plans are strictly followed by the teachers and is monitored by the In-charge of the Department. The Principal takes rounds and observes lectures delivered by the staff and reviews the progress of the completion of the syllabus in the staff meeting periodically. The faculty are instructed to conduct Remedial coaching classes for slow learners. The Principal personally reviews implementation of the academic calendar. Review of the learning outcome is done by taking feedback from the students. Oral feedback will be taken by the In-charge of the Department and the Principal, and written feedback is collected by the IQAC. According to the feedback corrective measures are taken by the Principal.

Besides this the other techniques followed by the IQAC for the teaching and learning process are as follows:

- Preparing all the formats / proposals regarding academic activities of the college.
- Maintenance of Punctuality and Discipline
- Providing ICT tools for effective teaching learning process by utilizing the available funds.
- Monitoring of student attendance and giving counseling for the irregular students
- Online feedback forms to the students.
- Conducting Parent teacher meetings.
- To create bench marks and setting up of academic goals

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution

A. Any 4 or all of the above

Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

Out of the total strength, the girl students number is upto one third only. In order to increase their number in the next academic year, the institution takes different measures which include the girl students safety and security. CCTV camera installation in the campus at various places helps the administration to have a complete control on the campus.

For dealing with gender based issues Women Empowerment Cell was constituted. This cell educates the Women/ Girls on their rights by providing Guest Lecturer from the eminent Women Professionals / Women Activists. This cell also creates awareness on their legal rights by inviting talks of the nearby Police Officials. This cell also deals with the complaints raised by the girl students.

Inorder to make them physically and mentally strong with the boys, a separate Gymnasium was available from 09.00AM to 06.00PM. This will be in the control of a Women Faculty. There will be separate counseling for the girl students on their socio, economic, academic problems by the Women Faculty.

A rest room with needed medical kit is continuously available for

the girl students who are fallen sick during the working hours.

Besides this 33% reservation was implemented by the APSCHE during the online admission process.

With all these efforts, the college is expecting that their number will be increased in the forthcoming years.

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management: For collecting the solid waste from nook and corner of the class rooms dustbins are arranged. Besides this substantial number of dustbins are also installed in different parts of the campus. The class IV staff collects all the solid waste material and dumps in the area allocated. This dumped waste is handed over to the local panchayat staff for recycling& disposals. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste will be collected from the connecting area between the blocks, front portion of the UG and PG blocks and the approach road of the college. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure.

Liquid waste: All the liquid waste from washroom, running water

outlets open for students is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management: Regarding the E-waste management college has constituted a committee with 6 members which include the Principal, two senior lecturers, one administrative staff and two student representatives. This committee identifies the outdated / unserviceable electronic material in the college and prepares a list. After getting it approval in the Staff counsel, following the Standard Operational Procedure of E-waste Management issued by the Commissionerate of Collegiate Education, it will be sent to the notified agency for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
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
3. Pedestrian-friendly pathways

C. Any 2 of the above

4.Ban on use of plastic
5.Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities 	<p>C. Any 2 of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities:</p>	<p>B. Any 3 of the above</p>
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accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

Our institute is undertaking, several efforts and initiatives by providing an inclusive environment to students, teaching and non-teaching staff by tolerance and harmony towards cultural, regional linguistic, also communal socioeconomic and other diversities in the form of celebration of several activities and regional festivals. During the Covid pandemic period, Covid tests in coordination with the Mandal level medical persons are conducted to all the stakeholders of the college frequently, In addition to this Covid Vaccinations were also done to the stakeholders for protecting their health.

In addition to this every fourth Saturday of the month Swatch College /Swatch Bharath programme is organised. The students have taken up many cleanliness drives both inside the campus and nearby villages considering it as a responsibility every citizen. The students have also taken up Plantation drives to provide a clean and green environment for all. Awareness on Hazard of Ragging was conducted with local police officials so that the college will be free from such atmosphere. Events also conducted by NSS on National Voter day, oath taking for Anti terrorism Day, Yoga Day, Blood Camp etc. Cultural Programmes such as Pongal Celebrations, Freshers Day, Farewell Day and were also organised. Languages departments conduct programmes like Mathru Basha Divas Celebrations, Communication Skill training programmes in

thecollege.

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

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

Our institution provides not only provides the sound academic foundation to the student community but also it takes up the responsibility of moulding them as better citizens of the country. In this regard, apart from the academics it organizes various activities and programmes for , inculcating the feeling of oneness among the students. With the theme "Unity in Diversity" the faculties initiate and organise the following programmes.

1. National Constitution Day : Celebrated on 26th November. On this day, the Political Science department will explain the features of our Indian Constitution. The students of this department will give seminars / talks on the Rights and Duties of the Citizens. Competitions like Quiz, Elocution were also conducted

2. National Voters Day : Celebrated on 25th January. On this day, the Arts section will organize the programme in creating awareness on the Importance of Voting in Indian Democracy. They also takes up the responsibility of registering all the students of the college who have completed 18 year as Voters in the National Electoral Roll.

Apart from these National Festivals were celebrated in the college in honor of our nation and great leaders. The programmes organized on these days inspires the student community and their minds will be filled with patriotism. These festivals inculcates the feeling of owing to the nation and makes them more loyal to the country.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Our Institution has a culture of celebrating Important Days. Students participation is mandatory. National Festivals remind our forefathers struggle for the independence. As the independence fruits are enjoyed, it is the basic responsibility to show gratitude. Celebrating them also invokes the feeling of patriotism among students and makes them to be more loyal.

Republic Day: Celebrated on 26th of January. It is celebrated to honour the inception of the Constitution of the India even though it was adopted by the Constituent Assembly on 26th November

January 1949. It reminds the youth about their rights and duties. It instils the hearts of the students with a sense of responsibility for the country and celebrated with great zeal and fervor.

Independence Day: India attained freedom from the clutches of the British after immense struggle and numerous sacrifices by the people, being inspired by great leaders. These leaders carried out various freedom movements and protests. It reminds the youth that the freedom they enjoy today has been earned by the hard struggle.

Gandhi Jayanti : Celebrated on 2nd October to mark the birthday of our Father of the Nation and to give the message of peace and brotherhood . In today's times as violence and aggression all around, Gandhian ideologies of truth and non-violence inspire the youth.

These are celebrated in great fervor. Students participate in these whole heartedly. Patriotic songs are sung and the entire atmosphere is infused with love and devotion for the country.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practices of the College :

1. Observing every First and Third Saturday of the Month as Motor Vehicle Free day

Objectives :

- Air Pollution can be minimised
- Environment will be clean

- Students understands the pollution caused by the Motor Vehicles
- Fuel can be saved.

2. Playing of National Song and National Anthem before commencement and after the closure of the classwork every day

Objectives :

- Inculcates Loyalty and Patriotism among the students
- Understands the duties and responsibilities of Indian Citizens
- Promotes brotherhood among students
- Develops unity among the students

File Description	Documents
Best practices in the Institutional website	http://www.gdctuni.edu.in/pages1/best_practices/BP-2021.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Providing Quality education to the Socio - economic marginalized sections of the rural people as a vision Government Degree College, Tuni is functioning. In shaping and strengthening the student admissions annually, the achievement has been quite encouraging and remarkable. The very establishment of Govt Degree College, Tuni is in pursuit of catering the higher educational needs of the surrounding rural areas of Tuni. In accordance with this strategic thrust, it has embarked upon progress and achieved the Autonomous Stature in 2017-18. On achieving the Autonomy Status every year new courses (Restructured / Conventional) have been introduced and all the new combinations are mainly of marked demand. During this Academic year 2020-21 B.Voc.(Pharmaceutical Chemistry) and B.Com.(Accounting and Taxation) have been introduced. There is an active Women Empowerment Cell, Grievance Redressal Cell giving full fledged support to women students.

Social service is a compulsory component for all students, an active NSS Cell organizes outreach programmes and Swatch Bharat

cleaning programmes by adopting villages. Further, the institution in accordance with the college vision encourages and organizes Science Camps like Inspire, National Seminars and National Level Workshops by inviting experts all over India to inspire and motivate teachers in and around AP.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

IQAC PROPOSED PLAN OF ACTION FOR THE ACADEMIC YEAR 2021-22

1. To obtain a MOU with Sector Skill Council of India for introducing a Four Year Apprenticeship Degree Programme.
2. To take up Admissions to be online thorough OAMDC portal as scheduled by APSCHE
3. To conduct Community Service Project and Internship at the end of I year and II year UG streams
4. To impart remedial coaching to the slow learners
5. To motivate the students for taking active part in the Sports and Games
6. To establish a Health center in the college