



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		RRDS GOVT DEGREE COLLEGE
• Name of the Head of the institution		Dr V K J Prasuna
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		08816223458
• Mobile No:		9491486449
• Registered e-mail		rrdsnaac@gmail.com
• Alternate e-mail		gdcbbhimavaram.jkc@gmail.com
• Address		JP Road, ASR Nagar
• City/Town		Bhimavaram
• State/UT		Andhra Pradesh
• Pin Code		534202
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution		Co-education
• Location		Semi-Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	Adikavi Nannayya University, Rajamahendravaram				
• Name of the IQAC Coordinator	Dr. P Aravind Swamy				
• Phone No.	08816223458				
• Alternate phone No.	08816223458				
• Mobile	8500788879				
• IQAC e-mail address	rrdsnaac@gmail.com				
• Alternate e-mail address	gdcbbhimavaram.jkc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://rrdsgdc.ac.in/wp-content/uploads/2022/06/AQAR-2020-21-report.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://rrdsgdc.ac.in/wp-content/uploads/2022/10/UG-ACADEMIC-CALENDAR-2021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.74	2015	25/06/2015	24/06/2020
6.Date of Establishment of IQAC		06/06/2013			
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines		Yes			
• Upload latest notification of formation of IQAC		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 have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>•Collecting Feedback on teacher performance, curriculum and college, analyzing and reporting to Head of the Institution with recommendations for initiation of appropriate measures at various levels. • Preparation and adoption of policies, strategic plans and operating procedures for their deployment in academic and administrative functioning of the institution. • Preparation of institutional curricular plans and conduct and follow up of Academic and Administrative Audit. Conducted a workshop (Faculty Development programme) on use of ICT in teaching, Learning Process-Formative Assessment Tools • Facilitating Outcome Based Education by announcing the Program outcomes, Program specific outcomes, and course outcomes. • Participation in NIRF and Submission of Annual Quality Assurance Reports and Institutional data for All India Survey of Higher Education Institutions. • Internal Academic Audit was introduced for effective implementation of academic activity</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To update website and increase the percentage of of ICT-enabled teaching	Website updated as per the CCE guidelines & ICT usage in teaching learning process is increased and ensured
To exhort all the Departments to go for MoU s and Collaborations with Govt Organizations, Industries and Educational Institutions	The college signed Academic Collaboration with B V Raju College, Bhimavaram for Faculty and Student exchange and to organize joint workshops and Conferences
To encourage faculty and students to join online courses	Almost all the faculty members pursued online refresher courses, Orientation Courses and Faculty Development programmes
To request the departments to increase field-based activities for the students	Departments of Economics, Commerce, History, Botany and Zoology organized field visits to various places in order to promote onsite learning experience to the students
To involve the students of all the Departments in study projects	Department of Economics conducted study project on ' Socio-economic status of tenant farmers
To conduct FDP for lecturers on usage of ICT in teaching learning process	Conducted a workshop (Faculty Development programme) on use of ICT in teaching, Learning Process-Formative Assessment Tools
To conduct internal academic audit twice in a year	Conducted and suggested faculty members regarding the measures to be taken related to the discrepancies found
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
College Planning and Development Council	10/01/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	09/01/2023

15. Multidisciplinary / interdisciplinary

In our state, APSCHE designs common curriculum for all the Universities in the state keeping in view of New Education Policy and it is implemented by all Universities with slight modifications. As our Institution is affiliated to Adikavi Nanayya University, we follow the curriculum of affiliated university. However in some programmes there is a possibility of option given by APSCHE/University in selecting the papers. The HODs discuss the papers and options given by the university at the beginning of academic year and select the papers which will be more beneficial to the students.

16. Academic bank of credits (ABC):

The New Education Policy and UGC directed to introduce Academic Bank of Credit and to deposit in NAD. Andhra Pradesh State Council of Higher Education (APSCHE) and affiliating university has not yet given any clear guidelines to this effect. As ours is an affiliating college to Adikavi Nanayya university, Rajahamundry, we will adopt the ABC as and when we receive guidelines.

17. Skill development:

In accordance with the NEP the A.P. State Council of Higher Education and affiliating university adopted and introduced several skill development programmes at Under graduate level. In addition to it the Commissioner of Collegiate Education, Andhra Pradesh chalked out a list of skill enhancement courses and instructed all the under graduate colleges to implement these courses as a part of curriculum. As an affiliated college we are following the guidelines of Adikavi Nanayya University as well as Commissioner of Collegiate Education related to Skill Development Courses from time to time. IQAC of the college guide all the Departments to introduce subject related skill enhancement courses from time to time.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,

using online course)
<p>In order to integrate Indian Knowledge System and cultural heritage among the students, subjects like Human Values, Indian culture and Science etc., are made part of the curriculum. Programmes and functions like Sankranthi Sambarallu, etc., reflecting culture and traditions of local area are incorporated in the institutional activities and are being celebrated in the college. Our institution follows the guidelines issued by the affiliating university, APSCHE and State and Central Governments in this regard.</p>
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
<p>The institution is continuously striving hard towards creating, sustaining, and improving the teaching learning process and to make it more meaningful. All the faculty members focus on helping students to develop the knowledge, skills and personalities they need to have when they leave the college and enable them to achieve the intended outcomes. We focus on training all the faculty members towards achieving OBE. We always follow the regulations and guidelines of the affiliated university, APSCHE and Commissioner of Collegiate Education in this regard. Our curriculum includes communication skills, employable skills and social inclusiveness aimed at achieving the objectives of Outcome-based education (OBE). The institute encourages faculty, and students to participate in various extension activities to create a sense of social responsibility, environmental consciousness, and sustainability and to make our students as a global citizens.</p>
20.Distance education/online education:
<p>Covid -19 gave a big challenge and opportunity to our staff and students to adopt for online and blended mode of teaching and we implemented successfully. In order to stream line the academic year, the affiliating university authorities directed us to take online classes during summer vacation and our staff and students adopted to it and achieved good result. Online assignments were also conducted from time to time in order to evaluate the learning process of the students.</p>

Extended Profile

1.Programme

1.1

4

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

File Description	Documents
Data Template	View File

2.Student

2.1 130

Number of students during the year

File Description	Documents
Data Template	View File

2.2 72

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

File Description	Documents
Data Template	View File

2.3 15

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 10

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 10

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	4
Number of courses offered by the institution across all programs during the year	

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Data Template	View File

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2.1	130
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3.1	10
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	10
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	7
Total number of Classrooms and Seminar halls	
4.2	1.66 lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	15
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum delivery mechanism is very much established in the institution. There are 12 departments - Telugu, English, History, Economics, Public Administration, Commerce, Computer science, Maths, Physics, Chemistry, Botany and Zoology - whose primary goal is to take care of the entire teaching learning process in the college. The departments are represented by permanent, contract and guest lecturers who teach the students the syllabus prescribed under CBCS pattern by the affiliating university. This is the major part of the curriculum. At the beginning of the academic year, the departments meet, chalk out curricular plans department wise and submit to the IQAC which oversees the entire curricular activity. After getting it approved, the department heads display curricular plans to the students and follow them. The faculty document teaching diaries, teaching synopsis, curricular plans semester-wise. They conduct several student-centric activities like seminars, quizzes, group discussions, and field-based study projects. For all the activities, the lecturers maintain necessary

documentation with proceedings copies, photos and other papers submitted by students, using departmental activities registers, college activities register etc. In the CBCS pattern, there are certain foundation courses which are also taught by the lecturers as per the orders of the head of the institution. The IQAC ensures the smooth and successful curricular delivery and documentation in the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rrdsgdc.ac.in/program-wise-timetable/

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

Being an affiliated college, we follow the academic calendar issued by the Adikavi Nannayya university for the conduct of mid exams (internal evaluation) and semester end examinations. University instructed to allocate 25 marks for internal evaluation. As a part of Continuous Internal Evaluation (CIA) as suggested by Commissioner of Collegiate Education, Andhra Pradesh, two mid exams i.e., Mid-I for 20 marks and Mid-II for 15 are conducted for every semester. Along with the mid exams 5 marks are allotted to assignments, 5 marks are allotted to student seminars/ group discussions/ field visits etc and another 5 marks are allotted to clean and green activities. Marks obtained by the students in mid exams and other co-curricular activities like online quiz, offline quiz, assigning study projects, student seminars, teach back sessions, group discussions, etc are summed up to 50 and scaled down to 25.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://docs.google.com/document/d/16ykpXeIiuHCXBM_M9ZYyahhW7-dusUQ1/edit?usp=share_link&ouid=113329882090176171093&rtpof=true&sd=true http://rrdsgdc.ac.in/wp-content/uploads/2022/10/UG-ACADEMIC-CALENDAR-2021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td>View File</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	View File								
1.2 - Academic Flexibility									
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented									
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented									
4									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Minutes of relevant Academic Council/ BOS meetings</td><td>View File</td></tr> <tr> <td>Institutional data in prescribed format (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	View File								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
1.2.2 - Number of Add on /Certificate programs offered during the year									
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)									
4									

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

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

90

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

25

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

1.3 - Curriculum Enrichment

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

The Institute has made all efforts to build healthier working environment & issues related to Gender, Environment and Sustainability, Human values and Professional Ethics into the curriculum.

Human Values and Professional Ethics: The University has made mandatory to study the "Constitution of India" to provide basic information about Indian constitution, to identify individual role and ethical responsibility towards society and to understand human rights and its implications.

Gender Sensitization: To prevent sexual harassment at workplace and to empower the women employees, the Institute has constituted Women Empowerment Committee and Anti Sexual Harassment Committee

to effectively curtail any unhealthy working condition. Equal opportunities are extended to all in every aspect of teaching and learning in the Institute. Students of both genders holistically participate in various co-curricular activities organized in house & outside the Institute.

Environment and Sustainability: The University has made it compulsory to study "Environmental science" in their regular curriculum to create awareness related to various environmental issues the world is facing. Students are given ample opportunity to learn about the climate change and potential hazards of climate change. Various extension programmes are being organized by the Institute to create awareness among the rural community.

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

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

4

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

1.3.3 - Number of students undertaking project work/field work/ internships**116**

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

1.4 - Feedback System

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

D. Any 1 of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://rrdsgdc.ac.in/wp-content/uploads/2023/01/Student-Satisfaction-Survey-2021-22.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile**

2.1.1 - Enrolment Number Number of students admitted during the year**2.1.1.1 - Number of sanctioned seats during the year**

150

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

72

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

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The institution has an well established mechanism for assessing the learning levels of the students through out the year. Assignments are conducted to students after completion of each module or unit.Two Mid exams are conducted before Semester end exams as per the academic calender given by the affiliating University. Internal exams and viva voice are conducted to award internal marks. Bridge course is conducted for nwely joined students. Remedial couching classes are conducted for the students who have failed in sem end exams. Extra classes and study hours are conducted for slow learners

during '0' hours.Teach back sessions and Peer teaching are conducted and also study projects are assigned to advanced learners. The college has adopted blended mode of teaching in the summer vaction to cater the needs pf advanced as well as slow learners. Online evaluation tools like online quiz through google forms,Kahoot quiz etc., are using for formative assessment of the

students. Slow learners also taking active part in quizzes like Kahoot. As per Guidelines of our commissionerate of collegiate education we adopted a format of continuous internal evaluation from 2021-22.

File Description	Documents
Link for additional Information	https://rrdsgdc.ac.in/csp-student-2021-2022/
Upload any additional information	View File

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

Number of Students	Number of Teachers
130	10

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Various academic activities conducted in the institution like field visits, study projects, student seminars, quizzes, group discussions and Peer Teaching sessions are the student centric methods that provide opportunity for experiential learning and participative learning. Students are allowed to conduct experiments independently in practical classes. The college arranged field visits to get practical knowledge. Participative learning methods used by all the faculty members such as Interactive methods, Teach back Sessions, Peer Teaching Classes, Role Play, Vestibule trainings, Case studies etc.,. Guest Lectures, Skill development programs and workshops are conducted to enhance the learning capabilities of the students. Various E-Resources are sharing to students especially through virtual class room CCE's LMS Videos are viewing by students to enrich their Knowledge. Problem solving methodologies used by faculty such as Brain Storming, Puzzles, Critical thinking Applying Strategies, Assigning Individual and Group tasks and also conducted various awareness programmes to inculcate Problem Solving Skills. And also Students participated in national webinars on important topics like

IPR, Global Warming etc.,. All the students of the college have participated in online competitions conducted by various colleges throughout the state to enhance their knowledge on various aspects.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://rrdsgdc.ac.in/monthly-news-letter/

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

The institution has 20 Computers, 2 LCD Projectors, 1 Virtual Classroom Set and 2 internet connections with 60 mbps speed. Every Faculty member prepared PPTs for each Module of their Subjects. Teachers use these LCD projectors and Virtual Class roomsets for ICT based teaching i.e. through power points and Learning Management System. E-resources related to various topics are shown to the students to enhance their subject understanding. During Summer Vacation blended teaching followed for all the sections of the students. Online Classes were conducted through Gsuit, Webex and Zoom platforms. Some of the faculty prepared lessons for Learning Management System which is provided by Commissioner of Collegiate Education, Andhrapradesh. These LMS lessons are accessible to every student. Every student and Faculty had been given login credential for LMS of CCE. Google Quizzes, Kahoot Quizzes also vastly used to enhance learning levels and also encourage Participative learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.youtube.com/@rrdsgdcbhimavaram3674

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

2.3.3.1 - Number of mentors

10

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

2.4 - Teacher Profile and Quality

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

10

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

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

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

4

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

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

2.4.3.1 - Total experience of full-time teachers

11

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

2.5 - Evaluation Process and Reforms

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

Continuous Internal Evaluation is one of the salient features of the institution. Besides following two mid-term exams per semester as stipulated by the affiliating university, continuous internal evaluation is carried out through daily/weekly assignments, and various academic activities including field projects, study projects, student seminars, quizzes, group discussions. After valuing the mid-exam papers and assignments the papers will be given to students for their verification. If any students rise any doubt or objection regarding award of marks, it will be discussed in the class and corrected immediately if necessary. Being an affiliated college to AKNU the college follows the guidelines regarding the assessment and evaluation process. Attendance and extracurricular Activities also taken into consideration for continuous internal Assessment. Online Tools also used in internal examinations. For assessment of laboratory course an internal practical viva conducted by internal & external examiners at the end of semester. Internal and practical tests are conducted at appropriate time with respect to calendar of examinations scheduled by the Adikavi Nanayya University, Rajamahendravaram. Time tables and notifications of Internal assessment are circulated in the classrooms, displayed on notice boards, and uploaded on website of the college. The convener of the Examination Committee Monitors the entire internal assessment System.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1adhkDPJVb8uU2DbR8IFquuAkuF9tkH40/view?usp=share_link

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

The internal examination committee formed at the begining of the acadamic year with some of the faculty members and senior faculty member will perform duties as convener. Every grievace raised by the students will be redressed as soon as possible for college level grievances. The grievances redressable by university , the examinations committee will help the students and continuously monitors and approaches the unversity authorities to resolve the student grivances.

ICT based assesment also helps assessment of the student to be more transparent and time - bound. offline internal examinations also planned in advance and schedule will be given before one week of commencement of internal exams and also communicated students the modules to be covered in exam.

File Description	Documents
Any additional information	View File
Link for additional information	https://rrdsgdc.ac.in/about-examination-cell/

2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes are explained to the stakeholders including the faculty in the respective meetings. The POs and PSOs and COs are well communicated to students through college website rrdsgdc.ac.in and college and department notice boards. The Course outcome well explained by the faculty to the students at the beginning of each semester. Every year at the beginning of the acadamic year the POs, PSOs and CO s are discussed in the staff council meeting in order to plan accordingly to acheive the vision of the college.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1K0yIgc356wKrVXvA2qTnCPST5tbfkDKY/view
Upload COs for all courses (exemplars from Glossary)	View File

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

Evaluation of Programme Outcomes through direct and indirect methods of assessment tools like comprehensive examination, surveys etc., are decided keeping in mind the learning outcomes to be measured, desired emphasis during the delivery of a programme as per the course curriculum. Assessment tools for POs, PSOs are categorized into Direct method 80%, Indirect method 20%

Direct assessment Data

Internal Assessment of the Courses related to the PO-PSO

University Assessment of the Courses related to the PO-PSO

Indirect assessment of Pos and PSOs - Graduate Exit Survey, Parents Survey, Alumni Survey, Faculty Survey

The CO attainment are measured based on the results of internal examinations and semester examinations conducted by university. The final assessment of a course outcome is calculated by giving 40% to internal assessment and 60% to university examination.

The data for evaluation of course outcomes for internal examinations are

Weekly Tests, Mid Examinations, Internal Project marks, Formative Assessment through co curricular activities.

The data for evaluation of external examinations are Semester examinations, lab marks, Internal Project works

The CO attainment levels are measured based on the results of the internal examinations and semester examinations conducted by university.

Attainment levels

60% to 69% =1

70% to 79% = 2

≥80% =3

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1_3fGjo8qZ_ZxV72rk52P-nsmdZrCgOyEy/view?usp=share_link

2.6.3 - Pass percentage of Students during the year**2.6.3.1 - Total number of final year students who passed the university examination during the year**

9

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://rrdsgdc.ac.in/wp-content/uploads/2023/01/Result-Analysis-2017-18-to-2021-22.pdf

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)**

<https://rrdsgdc.ac.in/wp-content/uploads/2023/01/Student-Satisfaction-Survey-2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

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

00

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

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

1

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

3.2 - Research Publications and Awards

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

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

00

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

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

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

00

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

3.3 - Extension Activities

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

The student volunteers of our college visit neighbouring localities and conduct various extension activities regularly to create awareness and sensitize the local community towards various

socio, economic and environmental issues. Our college organizes and participates in various extension activities with the dual objective of sensitizing the students towards various social issues and encourage them to contribute to the community and strengthen community participation. The NSS unit, Red Ribbon Club, Eco Club and Youth Red Cross units of our college take part in various initiatives like Plantation in and outside the campus, Swachh Bharat initiatives, Blood donation camps, Awareness programs on AIDS prevention and Environmental pollution. The College regularly conducts extension activities in and around Bhimavaram with the aim of creating awareness among the weaker sections of the society towards various issues.

File Description	Documents
Paste link for additional information	http://rrdsgdc.ac.in/wp-content/uploads/2022/11/women-empowerment-activities-2021-22.pdf
Upload any additional information	View File

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

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

0

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

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

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

17

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

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

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

130

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

3.4 - Collaboration

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

1

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

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

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

8

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

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

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

The institution has 7class rooms, One smart room and One computer Lab with 18 computers meant for teaching learning process. The institution has one library with 3620 books. Two LCD projectors are available in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrdsgdc.ac.in/infrastructure/

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

The institution has one seminar hall which is used for various cultural and literary activities. Small play ground available in the college is used for conducting various sports and games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrdsgdc.ac.in/infrastructure/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**2****4.1.3.1 - Number of classrooms and seminar halls with ICT facilities****2**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrdsgdc.ac.in/infrastructure/ , https://rrdsgdc.ac.in/virtual-class-rooms/ , https://rrdsgdc.ac.in/labs/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****0.82638**

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

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

The library is the main learning source in the institution after class room teaching. There are 3620 books in the library constituting Text Books, Reference Books, Sc & ST Book bank etc. The college had subscribed for N-List programme by inflibnet.

Students and faculty are utilising this facility.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://nlist.inflibnet.ac.in/collegeadmin/vdashboard.php

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

D. Any 1 of the above

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

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

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

0

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

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

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

11

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Inorder to facilitate online teaching learning process and LMS two broadband connections have been subscribed with 60mbps speed. The college has also subscribed for g-suite, webex and Zoom platforms for smoot conduct of online classes during Corona pandamic. The campus has been enabled with Wi-Fi facility. College youtube channel had also been started and all the recorded video lessons are uploaded in the channel to facilitate learnig by students at any time. Students were given login credentials of Learning Management System offered by Commissioner of Collegiate Education, Andhra pradesh.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrdsgdc.ac.in/

4.3.2 - Number of Computers

15

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

0.82638

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

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

Head of the Departments and other in-charges are instructed to look after the maintenance work to be done. Regular maintenance work in the college takes place whenever the budget released. Physical Education department maintains the sports facilities and equipment in the college. Stock checking is carried out annually, and stock books are maintained by the different departments. Library provides . binding, pest control and other maintenance measures are undertaken periodically. One Office Subordinate and one person on a daily wage basis maintain cleanliness and upkeep of physical infrastructure. The maintenance of electrical items is carried out by competent non-teaching staff according to the budget allocated. Any major repair work is carried out by professionals from outside the college. Principal and the College staff on the various committees for academic and administrative planning has resulted in optimum utilisation of the resources available in the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrdsgdc.ac.in/infrastructure/ , https://rrdsgdc.ac.in/virtual-class-rooms/ , https://rrdsgdc.ac.in/labs/

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

104

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	rrdsgdc.ac.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
10	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
10	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

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

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

5.2.2.1 - Number of outgoing student progression to higher education

1

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

13

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

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

Institution facilitates students representation in various clubs like Consumer Club, Eco Club, Women Empowerment Cell and Cultural Club. Students representation is also facilitated in Special Fee Committee and Academic Cell.

File Description	Documents
Paste link for additional information	http://rrdsgdc.ac.in/wp-content/uploads/2022/10/Committees-2021-22.pdf
Upload any additional information	View File

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

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

28

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

5.4 - Alumni Engagement

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

There is a registered alumni (Regd No.150 of 2014, dated 4th July 2014) contributes significantly to the development of the institution. The alumni extended its cooperation by means of donations for the college development and paying fees poor students

File Description	Documents
Paste link for additional information	https://rrdsgdc.ac.in/alumni-association-activities-reports/
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is "to grow into an abode of learning accessible to the educationally, economically and socially marginalized sections of the Bhimavaram town and its adjacent villages." In tune with the vision, the institution is offering qualitative education to economically and socially marginalized sections of the society at a meager fees and some times even the fees are paid by the CPDC members. The staff members of the college donate uniform to poor and needy students. In tune with the mission, the institution is imparting qualitative education along with all the necessary job oriented skills through skill development courses and life skills courses which are the part and parcel of curriculum. All the staff members are provided with an opportunity to actively participate in decision making and implementation of various academic and administrative activities.

File Description	Documents
Paste link for additional information	https://rrdsgdc.ac.in/vision-and-mission/
Upload any additional information	View File

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

Most of the academic and administrative matters are discussed at department level first, and then they are further deliberated at the institution level with the head of the institution. IQAC helps the head of the institution in all the academic matters. It collects curricular plans and endorses them before they are submitted to the Principal. All cultural and sports and games activities are conducted and monitored by the committees constituted for that purpose. Staff Council implement the university norms and policies and decisions of Commissioner of Collegiate Education regarding preparation of academic calendar review of the syllabus coverage. Anti-Ragging Committee maintains discipline in the campus and to ensure the implementation of guidelines/ order issued by UGC/University/Govt in this regard. Grievances Redressal Cell (GRC), Women Empowerment Cell (WEC) sensitize the staff and the students towards gender sensitization. For example the issue of conducting orientation classes and bridge classes for newly joined students was discussed in the staff meeting and time table for conducting these classes was finalised in the IQAC meeting and communicated to various departments. Issues related to Mid exams is discussed in the examination committee meeting and finalised the schedule with the help of IQAC. Thus, all the matters are discussed at respective committees or departments or concerned cells besides discussing them in the staff meetings headed by the head of the institution.

File Description	Documents
Paste link for additional information	http://rrdsgdc.ac.in/wp-content/uploads/2022/10/Committees-2021-22.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College prepares perspective plan for excellence in academic and infrastructural development. This is drawn in the form of long term and short term goals in different aspects of college functioning. These perspective plans are reflected in the annual action plans. The IQAC decides the perspective plan which is to be approved in the CPDC (College Planning Development Council) meetings.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://docs.google.com/document/d/16ykpXeIiuHCXBM_M9ZYyahhW7-dusUQ1/edit?usp=share_link&ouid=113329882090176171093&rtpof=true&sd=true
Upload any additional information	View File

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

Principal is the head of the institution who looks after all the academic and administrative activities of the institution. College Planning and Development Council (CPDC) helps the principal and extends its cooperation for the overall development of the college in all aspects. Office Staff consisting of Senior Assistant and Junior Assistant looks after the financial aspects of the institution like salaries, Scholarships, Budget etc. Junior Assistant and Record Assistant looks after the matters related to online admissions and other office matters. Staff council frequently meets under the chairmanship of the principal, discusses various issues related to academics and administration and takes passes resolutions for smooth functioning of the institution. All the faculty members actively involve in various committees assigned to them and implement various programmes related to their committees. IQAC strives hard for the quality enhancement of the institution with the coordination of principal, CPDC and all the faculty members.

File Description	Documents
Paste link for additional information	http://rrdsgdc.ac.in/wp-content/uploads/2022/10/Committees-2021-22.pdf , https://rrdsgdc.ac.in/college-committees/
Link to Organogram of the Institution webpage	http://rrdsgdc.ac.in/wp-content/uploads/2022/06/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The College is a Government educational institution undertaken by State Government. As such, the AP Government's Welfare measures for employees is applicable for teaching and non-teaching staff.</p> <p>1. Andhra Pradesh Government Life Insurance (APGLI): This is a Social Security measure for the welfare of Government Employees and mandatory for all.</p> <p>2.Group Insurance Scheme: This is a group Life insurance protection cover offered by Life Insurance Corporation.</p> <p>3.Employees Health Scheme: Employees Health Scheme (EHS)provides cashless treatment to all the State Government employees including the State Government pensioners, along with their dependent family members.</p> <p>4.Provident fund: The AP General Provident Fund a social security measure for the subscribers' family in case of his death or if he survives until retirement it is an additional source of income for the subscriber after retirement.</p> <p>5.Andhra Pradesh Employees welfare fund: Membership to this fund is mandatory for all state government employees. Every State Government employee contributes Rs. 50 for the first time and there after Rs. 20in April each year.</p>	

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1jXLWt9BThPWOTEEoITCh44CDgbBgOyTK/view?usp=share_link
Upload any additional information	View File

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

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

0

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

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

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

2

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

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

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

4

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

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

Annual Self-Appraisal Report (ASAR) from the teaching faculty of the institution is collected at the end of the every academic year by the IQAC of the institution. The ASAR collected for the three categories i.e. Teaching, Activities and

Academic/Research Activities from each and every faculty member is assessed by the IQAC and Principal as for the criteria and methodology laid by the Commissioner of Collegiate Education. The ASAR scores of the faculty members is uploaded in the website of Commissioner of Collegiate Education apcce.gov.in AADPI has to be submitted to the CCE by the principal regarding academic, administrative and financial performance of the institution with relevant evidences. CCE will appraise the performance based up on he submitte data and assign grades.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1d00u2hxBN_hjfZ-iUPBu0YO8rw5oLQJlq/view?usp=share_link
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Government of Andhra Pradesh has framed the audit mechanism for all the Government Educational Institutions. The Accountant General, A.P, is the external auditor for the Government Institutions and the Audit team of the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education shall perform the internal audits [inspections] periodically. If any, discrepancy/ objection is raised by the external bodies/audit parties during the external audits and internal audits performed by the Commissionerate of Collegiate Education or Regional Joint Director of Collegiate Education, they will send a report/ letter to the institution. Accordingly, the Principal will submit the required data to the respective departments for waiver of the concerned objections. If the audit parties are not satisfied with the information provided for the objections, the funds will be recovered from the respective Institution/Principal or the person responsible and also recommended for suitable disciplinary action.

Apart from the above mechanism, the Principal of the respective educational institution shall constitute the internal audit teams to check the accuracy and transparency of the various internal departments/ sections/accounts yearly..

File Description	Documents
Paste link for additional information	http://rrdsgdc.ac.in/wp-content/uploads/2022/10/Format-II-Institutional-Data-and-Academic-Advisers-Grading.pdf
Upload any additional information	View File

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

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

190000

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

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

The institution strives to mobilize funds with the help of CPDC and Alumni Association. The need for the mobilization of funds for the development of college infrastructure is frequently discussed in the meetings held with CPDC members and alumni association. Some of the CPDC members and alumni members come forward to donate certain amount for the development of the college. The Principal along with the staff members are approaching local village heads and philanthropists and trying to mobilise funds by explaining the college needs.

File Description	Documents
Paste link for additional information	https://rrdsgdc.ac.in/cpdc/
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

At the beginning of every academic year IQAC frames an action plan and ensures its proper implementation for overall development of the students. Quality assurance strategies and best practices to be institutionalized are discussed in the IQAC meetings and decisions taken are communicated to the staff by the Principal. IQAC conducts periodical reviews on academic and administrative aspects.

Orientation to newly joined students, Bridge Course, NIRF registration for 20-21, Increasing ICT-based teaching & evaluation practices. Action plans preparation, Introducing department wise certificate courses, Designating criterion-wise coordinators for AQAR and NAAC preparation, Monitoring activities under MoUs & best practices, Interaction with criterion-wise coordinators, Organizing IPR webinar, Enrollment of students in MOOCs, Uploading data to AISHE portal, Arranging career counseling programs for outgoing students, website updation and Uploading documents to website, Review AQAR and NAAC preparedness, Preparing for Academic Audit by CCE, Registration of new students in NLIST, Capacity building programmes for the faculty, Feedback from all stakeholders, Submission of AQAR for 21-22.

File Description	Documents
Paste link for additional information	https://rrdsgdc.ac.in/iqac-meetings-resolutions-action-taken-reports/
Upload any additional information	View File

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

The IQAC of the institution reviews teaching learning process of the institution at periodical intervals and try to introduce new methods of teaching learning process to improve the quality. During this academic year blended mode of teaching i.e. combination of online and off line teaching has been introduced during summer vacation to enhance the learning experiences of the students. Video lessons are prepared by the faculty and are placed in the college you tube channel so that the students can have

access to the lessons at their convenient time. The IQAC is encouraging the students to log in to LMS (Learning Management System) of the Commissioner of Collegiate Education, AP through which they can have access to number of video lessons prepared by various subject experts. There is an incremental improvement in the percentage of ICT-based teaching in the college. All the faculty are updated with respect to ICT tools and different online teaching platforms.

File Description	Documents
Paste link for additional information	https://rrdsgdc.ac.in/iqac-meetings-resolutions-action-taken-reports/
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rrdsgdc.ac.in/iqac-meetings-resolutions-action-taken-reports/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

National Women Teacher's day celebrated on 03.01.2022 in connection with the birth anniversary of the first lady teacher of India and women's rights activist Smt. Savitri bhai Phule. Women Empowerment Cell celebrated International women's Day. On this occasion an Online Quiz Conducted through Google forms. The resource persons interacted with all the students on present women issues. The Male staff honoured all the women staff. National Girl child day was observed and brought awareness on gender equity. Interactive sessions conducted by the staff on the aspects of gender equity. Personal counseling is also provided by the classmentors to the girls and boys. The statutory protections available to female and male are explained by the resource persons and also explained the uses of DISHA App by Government.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1EJj2QnosbHPgWIXSL9zGs4afnQQslhcZ/view?usp=share_link
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1N6B6Ktde3m1V7DlUdmkNwoynSSKTrYo3/view?usp=share_link

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

D. Any 1 of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Awareness brought among the students regarding the impact of waste material especially Plastic on human health and environment to

support quality of life and environment. As a part of curricular and co-curricular activities, guided students how to manage degradable and nondegradable waste management.

Separate dustbins for solid waste, liquid waste and hazardous waste. Municipal agencies collect all the waste from the college to dispose. Plastic carry bags and food wrappers are prohibited to carry in the campus. Leaf litter is decomposed to enhance the quality of the soil in the campus. E-waste is kept in a store room and handed over the E Waste to E-Waste management and recycling organizations periodically whenever the permission received from the higher authorities

Earth day, Pollution control day, World environment day etc., are observed in the college with the slogan of " Save the Earth".

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1A8mFcdUmG2M6N43yi0Ml6otO5jLlRD3c/view?usp=share_link https://drive.google.com/file/d/1rgHVfXKVgQgID7S6c5mUUYPLseBWhR9p/view?usp=share_link ---
Any other relevant information	View File

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

A. Any 4 or All of the above

greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

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

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

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

D. Any 1 of the above

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

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

D. Any 1 of the above

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

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

The college works with a vision "to grow into an abode of learning accessible to the educationally, economically and socially marginalized sections of the society". College follows the core values i.e. Gender equality, integrity, patriotism, team work, transparency and social responsibility. Economically backward students get scholarships through schemes of State Government and college also assists the students by approaching philanthropists to pay the necessary fees of economically backward and visually challenged students. Various activities were conducted every year to sustain our culture and also brought awareness on cultural diversity. Some of the examples of these activities are Traditional Dress competitions focusing on various regions in India, awareness on costumes and traditions of various regions, celebrating International Mother Language Day, National Unity Day, National Consumers Day etc., The college opted Performing Arts which contains syllabus of Indian traditional arts as a skill Development course as a part of curriculum to promote cultural harmony and scientific temper among the students.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

National festivals, National Voters Day, Constitution Day, National Unity Day are celebrated every year to promote patriotism among students. On voters day, oath has been taken every year by staff and students. Human Values and professional Ethics (HVPE) is a certificate course selected by the college as a part of curriculum to inculcate human values and ethics in the minds of the students. Awareness on Fundamental Rights, Duties and Responsibilities of Indian citizens enshrined by the Indian Constitution was created among the students through various programmes.

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

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

B. Any 3 of the above

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

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

and festivals

College observes and celebrates various national and international commemorative days every year such as : Independence Day, Republic Day, Constitution Day, National Consumers Day, Youth Day, National Girl Childs Day, National Voters Day, Martyres Day, Netaji Subash Chandra Bose Jayanthi (Parakrama Divas), International Mother language Day, International Womens Day, World Environmental Day and Human Rights Day.

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

7.2 - Best Practices

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

BEST PRACTICE - 1

1. Title: "Daily Objective Subject Evaluation" (DOSE)

2. Goals: A) Aims Objectives: To prepare the students for competitive exams.

B) Principles or Concepts: DOSE gives overall understanding for students.

3. The Context: Students are facing competitive exams for higher studies and jobs

4. The Practice: Two to three objective questions in each class. students are tested once in a month through tests.

5. Evidence of Success: Students got benefited by joining various jobs.

6. Problems Encountered Resources Required: No problems encountered

7. Notes: Teacher understand the comprehensive levels of the students and prepare them for competitive examinations.

BEST PRACTICE - 2

1. Title: "Pareto Analysis"

2. Goals: A) Aims Objectives: To improve the quality of instruction and conceptual

B) Principles or Concepts: Teachers' self-analysis is essential to improve the quality of teaching.

3. The Context: Helps the teacher to find out the gaps in his style of teaching.

4. The Practice: When the teacher happens to come across a common error committed by students , he focuses on the particular chapter

. 5.Evidence of Success:Students got benefited by teachers' self-analysis.

6. Problems Encountered: No problem while continuing this practice.

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

7.3 - Institutional Distinctiveness

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

The college was established by a true Gandhian and freedom fighter Sri Murthyraju to meet the needs of the socially and financially backward students in the town of Bhimavaram and surrounding villages with an vowed motto "Education for Empowerment". True to its motto and vision, the institution serves, even today, the needs of the poorest of the poor in the society. About 95 percentage of the students belong to below poverty line families. They belong to socially and financially weaker sections. With its low enrollment in the college, the institution is able to serve these students with a commendable teacher and students ratio of 1:10. Even though it is a co-education college, enrollment of

femaestudents is more when compared to male studens. This is the one and only Government Degree College with in Bhimavaram Assembly Constituency. Location of the college is very much accessable to the students who are coming from rural areas. Visually challenged students prefer to join in this institution. About 20 % of the enrolled students in the academic year 2021-22are visually challenged.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The plan of action of the institution for the academic year 2022-23 is as follows

1. To enhance student enrolment in the college.
2. To organise college golden jubilee celebrations.
3. To volunteer for the secondcycle of NAAC assessment.
4. To organize national seminars or workshops in collaboration with other institutions.
5. To request the government to fill all staff vacancy positions for the newly sanctioned B.Sc. (MPCs) and BZC courses.
6. To arrange placement drives in the college with the help of Andhra Pradesh State Skill Development Corporation (APSSDC)
7. To organize more number of Field trips and Educational tours for the benefit of the students.
8. To provide Career Guidance and imparting coaching for P.G Entrance Exams and organizing Special Lectures pertaining to career guidance by experts.
9. To strengthen the library by subscribing journals by each and every department of the college.
10. To enrol more number of students in online/off line certificate courses
11. To seek financial help from the philanthropists and alumni for smooth running of newly sanctioned B.Sc. courses.
12. To acquire lab equipment for newly sanctioned B.Sc. courses.
13. To train the students for national sports and games events.
14. To start coaching centre for State Civil Service Examinationaspirants