



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Singareni Collieries Women's Degree College
• Name of the Head of the institution	Smt .Ch.Sarada
• Designation	Principal (F.A.C)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08744242492
• Mobile No:	9100330390
• Registered e-mail	iqac.scwdc@gmail.com
• Alternate e-mail	scwdoffice@gmail.com
• Address	Opp:Municipal Office
• City/Town	Bhadradri Kothagudem
• State/UT	Telangana
• Pin Code	507101
2.Institutional status	
• Type of Institution	Women
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Kakatiya University				
• Name of the IQAC Coordinator	G.Manjula				
• Phone No.	7386413142				
• Alternate phone No.	08744242492				
• Mobile	8977766222				
• IQAC e-mail address	iqac.scwdc@gmail.com				
• Alternate e-mail address	manjulansuresh@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.scwdegreeandpgcollege.com/downloads/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.scwdegreeandpgcollege.com/downloads/Alumnac2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	765	2006	17/10/2006	18/10/2011
Cycle 2	A	3.01	2014	03/12/2014	03/12/2020
6.Date of Establishment of IQAC			19/07/2007		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		
9.No. of IQAC meetings held during the year			08		

<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 	No File Uploaded	
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>ISO Certification 9001:2015 Conducted 12 National webinars Arranged Alumni Virtual meet Arranged Faculty Forum Lectures Arranged 36 C.C Cameras in the College Conducted Student Learning Centres Awareness programmes on Covid-19 Organized Swatchta hi seva and Haritha Haram programmes Conducted quiz on Covid Awareness</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	
Organize seminars	Arranged Webinars due to pandemic situation	
Faculty forum	Arranged	
Awareness Programmes	Conducted on Covid -19	
Alumni meet	Organised Virtually	
swatchta programmes	Arranged	
Cultural meet	Not possible due to Pandemic situation	
ISO certification	Received	
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)
Singareni Collieries Educational Society	29/09/2020
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	24/01/2020
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1 13

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

File Description	Documents
Data Template	No File Uploaded

2. Student

2.1 1245

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

1400

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

File Description	Documents
Data Template	No File Uploaded

2.3

323

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1

35

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

02

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	No File Uploaded

2. Student

2.1	1245
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	1400
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	323
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3. Academic

3.1	35
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	02
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	6 lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	110
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

Curriculum planning is strictly done and maintained according to the kakatiya university Almanac.CBCS curriculum is followed with 13 UG combinations and 3 PG courses. Students has choice to select the papers they are interested .Along with the regular curriculum we encourgae them to choose papers to bring awareness about Gender equality and environment consciousness.As such,Gender sensitization and Environmental Sciences papers are included.Formative and Summative Assessments are conducted timely and marks are posted in Progression Register to evaluate the students progress.Internal exams and semester exams are conducted as per the schedule given by the University.Slow learners are identified by the mentors and will be given proper counselling alng with Remedial coaching.This year due to pandemic situation,sudents are encouraged to attend online classes through Zoom and Google Meet.Students are trained and mobilzed to use technology.Timely Evalaution is done through online tests using Google Classroom,Google forms etc.Various extension

lectures,workshops,Awareness programmes,seminars are conducted virtually.As students are at their respective homes,they are encouraged to partake in covid related programmes and to educate the primary children surrounding their homes.Students are encouraged to ask their queries immediately in the Google Classroom and get them clarified .We conducted parents meeting virtually to seek their opinion about online classes and students participation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.scwdegreeandpgcollege.com/

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

We follow academic calendar prepared by the University.Almanac is placed and discussed continuously in the Council ,General Staff meetings and followed strictly.Along with that we plan to conduct monthly tests,slip tests,formative assessments and summative assessments and register marks in the Departmental marks register as well Progression Register.Internal assessment marks and lab examination marks are entered into the kakatiya University online.Mentors will monitor the marks secured by their wards and will resolve their academic as well personal problems so as to make them achieve good marks in the future examinations.Slow learners are identified and given additional coaching through Remedial Coaching.Advanced learners are motivated to help their friends.This year due to pandemic situation,all the tests are conducted online through zoom,Google classroom,Google forms etc. students progress is being discussed with their parents during parents meetings and hostel inmates are closely monitored by the Chief Warden and Deputy Warden.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.scwdegreeandpgcollege.com/downloads/Alumnac2020-21.pdf

1.1.3 - Teachers of the Institution participate C. Any 2 of the above

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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

nil

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

nil

File Description	Documents
Any additional information	No File Uploaded
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

As we follow CBCS syllabus, Students are free to select various papers of their interest. Due to pandemic we conducted online classes through which we taught Academics, motivated students to help their neighbours in need, motivated to conduct classes for primary children near to their homes as all the schools are closed. Our students actively taught small children and distributed prizes to the toppers after conducting exams. We all participated in programmes like feeding the roadside orphans, distributing masks considering it as our social responsibility.

In the curriculum, we motivated students to select Environmental Sciences in the first semester, Gender Sensitization as SEC paper in the Second Semester, Water resource Management in the Fifth Semester to make them learn about the importance of protecting our environment, showing sensitization towards Gender.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

03

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	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

20

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://www.scwdegreeandpgcollege.com/telugu.php

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

500

File Description	Documents
Any additional information	No File Uploaded
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

314

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

Our Institution's one of the best practise is mentoring system. Each teacher is allotted 35 students and they have to check the academic, mental and health conditions of the students and accord proper counselling for the needy. As such the mentor will check the progress report of their wards and divide them according to their capabilities. Advanced learners in their group are motivated to help the slow learners in their academics. If the students are identified with any psychological problem, they will be guided by Pscho-social counselor of our college. Apart from that Remedial coaching will be given before the students appear for their exams. Advanced learners are encouraged to use Special library of Competitive exams books for further guidance. Library is opened 24/7 for the hostel inmates as well dayscholar students to make use of it and excel in their studies.

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

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

Number of Students	Number of Teachers
1245	37

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

Our College consider students as nation builders. so we maintain student centric methods in the entire academic process of planning, delivery of curriculum . we put efforts to make learning more students oriented by focusing on specific learning outcomes for all courses and making it more lively and interactive.The college put all possible efforts for development of students through various forums like, career counseling cell, placement cell, psycho social cell,eco club,consumers club,TASK etc.we ensure awareness on environment and history by taking the students to Field trips,Boatnical Tours,Industrial tours,Historical tours etc.Also we maintain learner friendly classroom to make the students participate more in number in any activity.

To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience and to present papers in the National Seminars conducted inour college.Special focus is given on proper academic preparation and syllabus completion.Separate lectures are arranged for soft skills and technical skill Development. Entire campus is having Wi-Fi facility to make available e-resources.Many classrooms are equipped with LCD projection systems, screens and white boards. Lecture notes are distributed/discussed after the completion of each unit.Classroom seminars ,quizzes are conducted to provide a space for the students to come up with their ideas.

Critical thinking of students is developed by asking them to solve some problems on their own and read the lesson before the lecture to get an idea about the topic.Faculty forum enables the faculty to nurture their knowledge.Extension lectures,Symposia,Webinars,Seminars are added advantage to the syudents to expose to various topics.Library facility is provided one at the college and the other at hostel.Hostel library is meant exclusively for Competitive books and Reference books which enables the students to prepare for further competitive exams.In addition to the college and hostel libraries ,all the department will maintain departmental libraries and helps the students by providing them with various books.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

We follow ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to expose the students for advanced knowledge and practical learning. Some classrooms are fully furnished with LCD/OHP/Computers. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work. In this Pandemic situation, we completely rely on Zoom, Google Classroom, Google meet and Google forms for online teaching, evaluation, awareness programmes, various webinars etc. Institute premises are Wi-Fi enabled. Specialized computer laboratory with an internet connection has been provided to promote independent learning.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

08

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)	No File Uploaded

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

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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, non-teaching and administrative staff.

Unit tests are conducted by all teachers at the end of each unit of syllabus. The teachers

make sure that the pattern of the questions is varying for different units. The internal

examinations are also conducted for practical courses. The university norms relating to course-wise examination pattern are communicated to the students through the college prospectus. The university circulars in this regard are circulated to the faculty members and administrative staff time to time and are also displayed on the notice boards for students. Evaluation methods and examination schedules are made available on the college websites.

An examination committee is constituted every year to coordinate the internal and external examination activities and communicate to the students, teachers and administrative staff regarding examinations. For effective understanding of the evaluation process, the faculty members give course-wise instructions about unique features of internal/external evaluation of that course. Changes in schedules, patterns, methods if any, are immediately notified to the students through notice boards and also through classroom briefing by the concerned subject teachers.

Internal examination schedule is displayed on notice board in advance. Two internal examinations are held per semester. The subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Mechanism to deal with examination related grievances is transparent, time- bound and efficient. To ensure proper conduct of formative tests, two invigilators are assigned to each hall. jumbling system and theory end examinations are conducted at a centre other than the college. The college has evolved a mechanism for redressal of grievances related to internal and external evaluation. The assessed internal test marks are posted immediately in the university website so as to check any kind of further correction.

In case of any grievances regarding internal assessment, the students are free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Principal through the Head of the Department. As per the university norms, students can avail the benefits of Right to apply for verification of answer books, apply for verification with photocopy of answer books, to reevaluate the answer sheet. The result of the verification of marks is communicated to the candidate concerned, within a period of 30 days from the last date of receipt of application by the university.

The college takes special initiative for resolving group grievances, if any, regarding university assessments. The evaluation of answer sheets of the internal exams is done at the college level, in a time bound schedule and in a best possible efficient manner and the results are submitted to the university within a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers, students, parents and the management through Website, handbooks, Notice boards, Departmental Notice board, orientation classes, Parents meetings, Alumni meeting, Faculty forums, General body meetings of management, campaigning.

Program specific outcomes are the specific skill requirements and accomplishments to be fulfilled by the students by the end of the program. Subject teachers, in their departmental meetings discuss about various skills to impart for each semester and the concerned Head of the department will convey it to the principal.

Course outcomes are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified by the university and communicated in time. Finally, they are discussed in the concerned department's meeting and approved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and at the same time communicated to the students in the formal way of the discussion in the classroom and departmental notice board. The course

outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

At the Departmental level the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the slow learners. Students are encouraged to attempt all the exams of the courses, to ensure students participation in the class. Their attendance is considered while selecting Best Academic student at the end of each academic year. Mentors will check the marks of their wards to keep a record of their progress. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, field work, classroom seminars, projects, one act plays and so on. The end semester examination of every course is based on written examination of three hours sent by the university online.

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

The general programme outcomes for UG programmes all across the disciplines of study in the college include development of abilities, critical thinking, problem solving, establishing of new perspective, entry into government services, placements in different companies etc. The number of students completed their graduation during the period of assessment is an evidence of the attainment of the programme outcomes.

The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability are some of its learning outcomes. This is shared through our college webpage to all stakeholders so that they remain informed of the virtues and shortcomings in teaching learning and accomplishments.

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

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

273

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	No File Uploaded
Paste link for the annual report	https://www.scwdegreeandpgcollege.com/

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://www.scwdegreeandpgcollege.com/>**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

16

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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**

10

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

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

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

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

1. Ranger Team leaders Ms.K.Asha Jyothi, Lecturer in English and Ms.V.Renuka, Lecturer in Chemistry Participated in Pulse Polio at Municipal office, Kothagudem on 31.01.2021
2. Lt.K.Srilatha & cadets Participated in Swachhatha Hi Seva on 21.10.2020
3. NCC Cadets participated in various activities during corona pandemic period.
4. NCC Cadets Participated in FIT INDIA FREEDOM RUN from 15-August -2 oct , organized by Government of India Ministry of Youth Affairs and Sports.
5. NSS UNITS ORGANIZED "Haritha Haram" program planted 100 samples in our college campus on 26th June, 2020.
6. In this pandemic situation, NSS PO's 24th sept, 2020 on the occasion of NSS formation day, NSS units sponsored 25kg rice bag and 10 lts oil to workers.
7. During the Pandemic, as our students are confined to their homes, we motivated them to teach for lower class students within their neighbourhood under the name "Student-Learning Centres". II BZC and II BA students started these centres at their respective homes and helped the little children to make use of Lockdown.
8. Faculty of English Department distributed surgical masks on the main road near the college to bring awareness among the

common man about the importance of wearing masks to protect ourselves from Corona.

File Description	Documents
Paste link for additional information	Nil
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

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

50

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

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

04

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

14

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

To achieve desired goals, our Institute has created adequate infrastructure in terms of State of art computer labs, library, language lab, faculty rooms and class rooms, Seminar Halls with Audio Visual Facility. The whole campus has Internet facility for staff and students. The campus has well equipped playground, gymnasium, Hostel and mess. Institute has facilities like Xerox, Stationary store, Canteen within the campus. Institute is maintaining beneficial environment for the students to achieve their dreams. Additionally, Centralised A/C Auditorium is available for conducting various programmes like symposia and National seminars.

Our Institution has well equipped conference room with A/C and LCD, Internet facility and Audio-Video recording system. Computer Lab Institute has 2 advanced & well-equipped computer labs with latest configuration. The labs are well supported with latest software version and strong anti-virus software support to invasion of viruses. The Lab is operating on the 10 MBPS internet connection. The institute has all supportive equipment's such as scanners, printers, MSDN software, speakers, Laptop, LCD projector etc. And a language lab for improving the accent, voice modulation, diction with proper construction of simple and complex sentences.

"The Institute library is a place where present and future meet together." Library is a heart of any institute. The library is very spacious and well-furnished to create a pleasant environment for the students. It plays vital role in enhancing the user's knowledge. Library is segmented in Reference Section, Journal

Section, Reading Hall, Digital library, etc. The library has collection of Textbooks, Reference, General and Rare-books, Journals, e-journal and CDs, LED TV etc. The circulation of books is based on Bar- Code. The library has collection of 20,000 Books. "Today's Learners, become tomorrow's leaders" Pleasant Class Room is the place where students learn with zeal to achieve their goals.

Our Classrooms are spacious, well ventilated, adequately furnished and decorated. The seating capacity of class room is of 60 and 120 students, Well-equipped with mounted LCD projectors, white screens, podium, white boards. In addition to tutorial rooms for a group discussion. We have 2 seminar halls, one is fully air conditioned and having seating capacity to take care of all the programs conducted there with Audio and Video recording system.

Adequate hostel facilities are available like Mess, Generator Backup, Water Cooler with purifier, Geyser facility, WI fi, Solar System, TV room, Gymnasium, Visiting Doctor, Telephone and hospital facility.

The various departments in Arts, Commerce and Science streams are located in the separate blocks. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of National Service Scheme and National Cadet Cops.

The College has ponds and pits for water storage under rain water harvesting scheme. The college campus is maintained with cleanly and neatly atmosphere. A spacious garden with pavements and pavers in the campus is developed for students' service. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus.

The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

- Well-furnished 30 classrooms.
- 04 ICT enabled classrooms.
- 07 ICT enabled laboratories.
- A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
- Well-equipped 08 Laboratories i.e. Chemistry,

English, Botany, Physics, Zoology, Computer Science, Electronics and Biotechnology.

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, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

We strictly follow Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done for the all-round development of the students. We have adequate facilities for sports, games and cultural activities.

Our institute is having three large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-Kho, tennis, table tennis and all indoor games. A well-equipped gymnasium is available. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year. Students are specially trained for participation in Zonal and Inter-Zonal. All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are organized at the Centralised A/C Auditorium.

Some of the faculty members serve as instructors at the Heartfulness Yoga Centre. Special classes on Karate for self-defence are organized for all the students.

Under the guidance of Cultural Committee, our Students present cultural programme on every weekend i.e. on Saturday by name 'cultural weekend', which is the best practise of our college, to identify various hidden talents in them. Students are very much encouraged to participate in the cultural events held in the college like cultural fests, Freshers, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students are even sent to other colleges for intercollegiate competitions like dances, skits, Essay writing, Elocution, mimicries etc. This year our student Kum. Amulya from II MPCS won second prize in All India Essay Writing Programme.

File Description	Documents
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 such as smart class, LMS, etc.

31

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

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

4,00,000

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Our Library System, comprising of two libraries one in the main campus and other in the Hostel, has been working to ensure that it provides the best services to its users i.e. faculty, students and staff of the College.

The Central Library of the college is fully automated using SMART CHOICE in the year 2014. It provides access to bibliographic records of all the print books available in the library, full-text of e-books, institutional repositories (using DSpace), other useful resources etc.

To meet the growing needs for electronic resources and for maintaining highest academic integrity in college publications, various steps were undertaken by the library during the past few years. The library has about 26695 Text books, 10000 Reference books, 20 journals, 15 CD & Videos. Students can access all the Question Papers of the previous year from the library.

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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**

120

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

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

Our institution continuously strives to provide state-of-the-art technologies and update its ICT facilities. To ensure effective functioning we thoroughly upgrade our IT facilities.

We have Good Surveillance system with around 50 C.C cameras, Intercom facility for all the departments, Security and Hostel. Our infrastructure includes 120 systems with two computer labs, Intercom facility and Wi Fi facility for staff and students.

Significant investment has been made to upgrade classrooms to e-classrooms/smart

classrooms with the purchase of the following equipment:

- Interactive Projector with White board
- LCD Projector
- Digital Lectern with Audio System

- Handy Camera
- Television
- Speakers with Wi-Fi facility

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

4.3.2 - Number of Computers

140

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

600000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college ensures ideal division and utilization of the available financial recourses for

maintenance and conservation of different facilities by holding regular meetings of various

committees constituted for this purpose and using the grants received by the management as

per the requirements for the best interest of students. Science Laboratories are properly

maintained with all safety measures. Various Records are maintained by lab technicians, Lab

In charge and supervised by concerned head of the departments.

Library is upgraded every year with new collection of books, journals to cater the needs of the staff and students. Regular Audit will be done by the Staff to enhance the quality of the books. The requirement and list of books is taken from the concerned departments and duly approved by the Principal. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out by the library committee. We maintain two different libraries in our college. One at the college which works from 8am to 6pm. Another is maintained at hostel named "Bright star's Knowledge centre" with the collection of Competitive books. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.

We have a vibrant Sports team in our institution under the stewardship of our Physical Director. Equipment is purchased through the sports committee and audited regularly. Our students are the overall champions in the intercollegiate tournaments every year but this year due to pandemic, we have confined to homes.

We have around 120 Computers in our college in two separate labs with wifi connection. Along with this each department has its own PC with internet facility where faculty can access journals online.

Our classrooms are maintained well with proper ventilation. Furniture will be upgraded as per the requirement of the students. Our management is keen in providing the best comforts to students. Complete college building is in renovation.

Our lab instructors along with the head of the department maintains the stock register by physically verifying the items round the year. Department wise annual stock verification is done by concerned Head of the Department. Regular maintenance of Computer Laboratory equipment's is done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty incharge. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by management employees.

Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of software's is done by lab assistants. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. Regular maintenance of the water cooler and water purifier is done meticulously.

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 benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

675

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2500

File Description	Documents
Upload any additional information	No File Uploaded
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	https://www.scwdegreeandpgcollege.com/
Any additional information	No File Uploaded
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

27

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

04

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

25

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

200

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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	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/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.**

06

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

Our Student representatives actively participate in various activities. They help in coordinating all the events related to academics and other cocurricular & Extra-curricular activities under the stewardship of teaching faculty. We select the Student representatives at the beginning of every Academic year and they are involved in all the committees. They work as a medium between faculty and students.

Student's Contribution in Academic administration-curricular and Extracurricular activities.

- They are the members in around 34 various committees constituted for the smooth functioning of the college.
- They communicate the information between students and the faculty.
- They took active role while the institution organises Symposia, Workshops, National Seminars, Field trips, Industrial tours, Various Competitions, Scholarship disbursement etc.
- Active in conducting Cultural Weekend
- Try to resolve issues between the students with the help of the faculty.
- Coordinate Special events like Sports day, College day, Freshers day, function etc
- Celebrate all the festival maintaining harmony.
- Maintains stage arrangements and participate in inviting Guests.
- Extends support in all the programmes organised by our institution.
- Students maintain hostel consisting of 650 inmates with three different buildings.

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

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

05

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	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

Our Institute has a registered Alumni Association named "SAHACHARITHA" for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. The mission of the Alumni Association is to nurture a mutually beneficial relationship between the Institute and its alumni. Alumni meet is arranged once or twice of every year.

- For this Academic Year, due to pandemic situation, we arranged a virtual meet on 11th November,2020.
- On 15th February,2020 Our vibrant Alumni have contributed Pen drives to all the 15 departments.
- Alumni donated money to poor meritorious students every year by interest incurred by the amount deposited by them.
- They partake in extending their support by delivering Guest lectures to the students.
- They express their opinion through their valuable feedback.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in 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 and in tune with the vision and mission of the institution

Our governing body Singareni Collieries Company Limited is so reflective and the prime focus is on the vision and mission of the institute. The policy and planning are carried out according to consultation with stake holders. The governance of the institution is reflective. The empowered team of the college involves General Manager, Correspondent, Principal and conveners of various committees.

Teaching-staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.), stakeholders, alumni works according to the vision and mission of the college. The principal monitors the mechanism regarding administration and academic process following the Almanac released by the university timely. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college. For example, these are Examination branch, Purchase committee, NSS, NCC, Various science clubs, carrier and counselling cell, library and sports committee, cultural and literacy committee, anti-ragging committee, college-magazine committee, UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc.

All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in every academic session. Timely Council meetings and General Staff meetings are conducted by the Correspondent and the principal to review the progress, result, special programmes etc. Principal continuously monitors each room individually by 53 CCTV installed at various places of college as well Hostel.

The perspective plans are implemented by principal with Purchase committee, headed by the correspondent and works for the benefit of staff and students. As Singareni is a Leading private company with its variety in different departments, They extend their support by offering M.O.U's to various departments .As well they

offer space for our Post graduate students to do their Projects and Apprenticeship.

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

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

Our College has very participative management called Singareni Collieries Women's Degree College. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in introducing a positive attitude that leads to increased competency, improved communication skills, sharp determination, motivation and job satisfaction.

The Management believes in Decentralization of powers while policy decisions, finance, infrastructure etc. with the help of members of the various Committees.

Our vibrant management strives for to bring together contributions from all fields of humanities, social science, commerce, science and technology, to advance human self-understanding and communication. We have around 35 different committees through which our management, principal, Teaching and non-teaching staff strives for the benefit of the students.

Administrative Committee looks after the following:

- To review the smooth running of the administrative activities of the

college, discussing approval of new programs.

- To review the examination results (Internal as well as External) of all

programs; reasons of poor result and their improvement strategies.

- To approve the up gradation & maintenance of the Infrastructure of the

Institute.

- To review the budget allocated for different purposes and their expenditure

etc.

- Promotion of various faculty career advancement programs.
- To review the Placement activities, Collaborations with Industry and R&D

programs.

- To provide support for conducting all kinds of activities: - Co-curricular

and Extra-curricular.

- To review the awards and scholarships for students based on the

performance in co-curricular and Extra-curricular activities etc.

IQAC Committee looks after the following Activities:

1. The Internal Quality Assurance Cell is started to monitor the quality of

services being provided by the institution to its stakeholders.

1. An IQAC committee is formed and approved by the governing body to take

care of quality assurance strategies and processes.

1. Our college is committed to continually improve the infrastructure, enhance the faculty competencies and empower the students for self-learning.

2. Reviewing of the quality policy is done once in every semester and their vision is placed when required by the IQAC committee.
3. Parameters related to enhance the quality the institution like workshops, conferences, FDP's, paper publications, ISO certification, IIC, innovations in teaching and more are considered after the approval of IQAC Committee.

Academic Committee Handles:

- Conducting Internal and Semester Examinations according to the Almanac
- To formulate schemes for student's development, training etc.
- For counselling of a group of students' including slow learners & implementing schemes for them.
- Monitor different Quality Initiatives such as academic audits, Faculty Development schemes, student's performance etc.

Career counselling Committee:

- It plays a very important and key role in getting students their dream placement through on campus drives and guiding the students for their successful Career Placement.
- It is a crucial interface between the stages of completion of academic program of the students and their entry into avenues of suitable employment.
- We are linked with TASK through which final year students are given special coaching in developing their Communication Skills, Analytical Skills, Interview Skills and Reasoning.

Alumni Committee:

- Alumni Committee functions to strengthen the relationship between the institute and its alumni.
- We have a vibrant Alumni which is one of the major strengths of our institute.
- The committee acts as a platform where the existing students and the alumni can interact for healthy & meaningful careers.
- The committee also observes and highlights the achievements and successes of alumni so as to provide motivation to our institute as well our students.
- This year due to pandemic situation we arranged Alumni meet virtually on 11th November, 2020.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 46 years the college has shown tremendous growth. Both perspective and strategic plan documents are available in the institution. Keeping in mind, the short term, medium term and long-term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management. Our college is a government aided institution; hence it follows government policies laid down by the Department of Higher Education, Government of Telangana. Still a perspective plan is in force in the college which takes into consideration the following aspects:

Our Strategic Plan includes;

- Planned to introduce job-oriented courses
- Continuation of certificate and diploma courses through various excellence
- Introduce skill development and value-oriented courses
- Extension activities were carried out through NSS
- New groups like BTZC, BTBZ, MCCS were introduced from 2019
- Staff Development Programmes were conducted to enhance the skill and knowledge of the

teaching and non-teaching staff.

- The college established functional Memorandum of Understanding with various

organizations for skill development training and industrial tours.

- To conduct skill-oriented training programmes like beautician, basket making etc.
- To identify and train the youth from rural areas in sports activities in the second campus
- Motivate all the Faculty to complete PhD at the earliest.
- To Improve the employability skills of the students through Career counselling.
- To encourage the students participating in co-curricular/ extracurricular activities
- To encourage the Faculty to Publish Research article approved by national and international journal Publishing.

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

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.

As ours is an Aided Institution, our administrative bodies include government, management, Principal and senior faculty. We have ISO 9001:2015 certification and NAAC 'A' grade.

Responsibilities of the Management

- Associating with competent, dedicated faculty to implement effective quality policy and mission of institute through teaching-learning process.
- Making financial provisions to provide infrastructure and facilities suitable for effective services and to cater to the growing needs.
- The institution maintains an effective internal co-ordination and monitoring mechanism with various departments and committees formed by the college for curricular, co-

curricular and extracurricular activities.

- Allotting funds to organise various programmes like extension lectures, symposia, seminars, workshops etc.
- Conducting Financial Audit annually
- Maintenance of Science labs, Renovation of buildings etc.

Responsibilities of the Principal

- Providing direction for programs through institution's Vision and Mission.
- Review of attainment of Program Outcomes by departments.
- Implementation of improvement initiatives suggested by the Governing Council.
- Approval of Annual Academic Calendar at the Institution Level.
- Approval of program budget on an annual basis and approval of expenses.
- Review of Department activities through council meetings.
- Conducting Academic Audit annually.
- Collection of informal feedback from students for improvement process.
- Review of complaints and suggestions by opening Suggestion box thereby, taking necessary measures to improve teaching method.
- Identification and implementation of staff welfare measures.

Responsibilities of Head of Departments:

- To conduct departmental minutes and take necessary decisions.
- Monitors the class work, material preparation and training in communication skills.
- Identification and monitoring of Program Outcome Improvement Initiatives.
- Formulating departmental Time Table.

Responsibilities of Faculty:

- Plan, schedule, and organize, co-ordinate and monitor Lectures assigned to them.
- Completing the syllabi in the subjects assigned to them.
- Prepare Lecture Plan/ Lecture Materials/ Course Material
- Maintain Various Registers in the department.
- Conducting internal Tests during each semester in the subjects assigned.

- Encourage students to participate in co-curricular and extra-curricular activities.
- Participate in professional development activities.
- Involve in at least one task for Institutional Development during a semester.
- Any other responsibilities that may be assigned by the HOD.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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	No File Uploaded
Any additional information	No File Uploaded
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

Singareni Collieries Company limited is known for its Welfare measures. For any institution, staff is important for effective functioning of the Institute. Our management, Singareni Collieries Educational Society is keen in implementing several welfare measures to the teaching and Non-teaching staff.

Welfare Measures for Teaching and Non-teaching Staff

- Teaching and Non-teaching staff formed a staff club through which we contribute gifts for various occasions like birthdays, wedding, house-warming etc. Also, when any staff got hospitalised and in need of money, we contribute certain amount through the club headed by Convener and treasurer. Recently when our clerks' husband needed operation, we have sponsored 2,00,000 rupees within a short span of two weeks.
- Management Provides Free Accommodation, Hospital facility to all the Contract staff
- Contract faculty are given wages on par with Government Degree college Contract staff. In addition to this, they have P.F facility.
- All the Staff including Contract staff can avail six months maternity leave on par with government employees.
- Contract staff are paid with twelve months salary though they avail summer vacation.
- Staff can Avail Hospital Facility in Leading Corporate Hospitals when referred by Singareni Hospital.
- Staff can avail three one-hour permissions per month apart from their regular leaves.
- Management extended five days special casual leave for women.
- If any staff are injured during work hours, they are provided with paid leave.
- During Pandemic situation, when all the teaching staff are not getting salaries, our management is kind enough to pay salaries promptly to all the contract, outsourcing staff as it is dedicated to see the welfare of the staff.
- Hostel staff are distributed with Rice bags and some provisions by NSS Units during Covid-19.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
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

06

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

Appraisal is the time when we realise the true worth in the eyes of the superiors"

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for certifying the achievements of the overall organisational mission and vision. It plays a crucial role in managing the organisation in an efficient manner and to encourage the staff to work with more dedication.

A team consisting of the Head of the Department and Senior Staff in the Department, goes through the feedback forms collected from the students and suggest suitable measures to improve the teaching-learning process. Also to analyse their Strengths, Weaknesses, Opportunities and Threats.

Appraisal for Teaching Staff:

1. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.
2. The Staff who have completed their Ph.D.'s is awarded with Cash Prize on the college day.
3. After getting Semester results, the staff who achieves 100% result is awarded with Cash prize from the management.
4. Principal Wishes every staff specially on their Birthdays.

Appraisal for Non-Teaching Staff

All non-teaching staff are also assessed through the various parameters like Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting, efficient organization of documents and technical abilities. Each one of them is praised thoroughly.

File Description	Documents
Paste link for additional information	Nil
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 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

Our Institution conducts internal and external financial audits. Every Year Internal Audit has been done by our management and External Audit is done by the government. But due to pandemic situation, Internal Audit is done by the Principal and Senior staff and external Audit is done by the Singareni Management.

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

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

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

6,15,500

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
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

We mobilize funds as follows:

1.Fees: Fees charged as per the university and government norms from students of various

granted and self-financed courses.

2.Salary Grant: The College receives salary grant from the State Government for Aided Staff, and from the Management to Unaided and Contract Staff.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent

Affiliation of the University. So, we receive grants from the UGC for the development and

maintenance of Infrastructure, upgrade of the Learning Resources and Research (including

grants for Minor and Major Research Projects. But during this year we have not received any grants.

4. We received funds from Alumni towards contribution of por students fund.

5.Bulding renovation, Purchase of books for library, conducting various programmes like Extension lectures Symposia, C.C camera's Installation, Purchase of Furniture, Maintenance of Science labs, Lawn etc will be funded by Singareni management.

5.For this Academic year management has done building renovation and CC camera Installation.

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

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

Our Institution focus on imparting quality education, through its innovative, comprehensive and flexible education policy. Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning.

The IQAC has taken up the following task for this year:

- ISO Certification 9001:2015
- Installation of C.C cameras
- Fifteen Different Webinars
- Conducted Various Workshops, Quiz Programmes etc
- Awareness Programmes on Covid-19
- Donation of Provisions to the workers during Pandemic
- Establishment of Institutional Innovation Cell
- Received Appreciation Certificate in Beat Covid Campaign from MHRD

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made timely and attendance and conduct of classes are monitored by the Head of the departments. Students feedback is collected to enhance the teaching-learning process. During this pandemic, Feedback is taken from the parents virtually. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- Organised various National Seminars, Symposia, Extension Lectures, Workshops, faculty Forums, Parents Meetings, Alumni meets.
- Carried out Various Field trips, Industrial, Botanical, Historical Tours.
- ISO Certification 9001:2015
- IIC cell
- Installation of C.C Cameras
- Welfare steps for Staff
- Conducted Student Exchange Programmes

File Description	Documents
Paste link for additional information	Nil
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	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

Our Institution maintains gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and an additional paper "Gender sensitization" is mandatory for the second semester. Surveillance with high resolution cameras through day and night facility of distributed recording in control room has been set up in the campus, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus. Though ours is a women's college, we

give more importance to the Gender sensitization as we strongly believe in the notion that "If we educate a woman, she can educate the whole family." English Syllabus for III Semester is completely dedicated to women Empowerment

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 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

The college facilitates several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle the waste. The management has also advised to refuse anything which is not needed. We have different dustbins to segregate the different waste like solid, chemical, etc. Eco-club deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure.

In addition to this we have organized many workshops on the implementation of these techniques effectively. Training programmes are conducted from time to time about the methodology of disposing the waste. we have decided that we should avoid

plastic items to the best possible capacity. It is also decided that the institution should use utensils made of glass and metal.

For solid waste management different bins have been placed in corridors and departments. This ensures that solid waste segregated at the source. It is also ensured that the recycling of all these components is done in minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably treated at the site of generation.

Harmful waste like masks and PPE kits are separately disposed and sent to the concerned hazardous bin maintained by the municipality. Also, several programmes on Swachh Bharat Mission were organised. Under this banner the utility of recycling the solid and hazardous waste has been elaborated. People from different aspects of life delivered their talks about the proper usage of waste. Moreover, the NSS volunteers have also demonstrated the proper procedure of disposing the masks for all the students.

Waste water management is done properly. Waste water in Hostel Kitchen is diverted to grow Rose garden and Leafy vegetables in the hostel garden. Pits are dugged at various empty places within the campus to conserve Rain water. Also, Rain water is collected in special Water tubs to be used as Distilled water for usage in Science Labs-Waste management is done stupendously by SCCL management.

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

7.1.4 - Water conservation facilities available B. Any 3 of the above
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

File Description	Documents
Geo tagged 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:

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

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

B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

Our College has conducted several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities. To maintain diversity, students from diverse regional and cultural backgrounds are given admission.

For the promotion of unity in diversity, NSS units all important days but this year due to pandemic, all the programmes are organised virtually. The college also organizes various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs and present their regional or cultural folk songs and dances. These cultural events are organized at different levels- departments, hostels, and on different occasions like Independence Day, Republic Day, college day, Sports day, Freshers day, Farewell party, Singareni Day etc. To cater to the linguistic diversity,

all student related competitions like Essay Writing, Elocution are conducted in three languages, Telugu, Hindi, and English.

The various departments of the university conduct seminars, workshops, and outreach programs to promote communal harmony and tolerance. Cultural Committee organised various programmes to bring awareness about Azadi Ka Amruth Mahotsav. Various activities like Painting, Freedom Run, Slogan Writing Competition, Essay Writing Competition, Patriotic Song Singing Competition, Lectures by Eminent Personalities and Mass recitation of National Anthem by all students are exercised and performed.

It is the tradition of the college to celebrate all religious festivals amidst students. Our state festival 'Bathukamma', Christmas, Ramzan etc are celebrated in a grand manner to make the students tolerant to other religions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Our Institution undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Constitution of India is included for II semester students to create awareness and sensitizing the students and employees to constitution obligation. Every year Republic day is Celebrated on 26th January by organizing activities highlighting the importance of Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence Day is also celebrated every year to highlight struggle of freedom. National Integration day is celebrated by all the NSS, NCC and Ranger units.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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 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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

To maintain harmony and healthy work atmosphere and to make the learners aware of the national pride and rich cultural heritage, the National/International commemorative days are regularly being celebrated and observed in ours College.

Every year we celebrate National Festivals i.e. Independence Day on 15th August and Republic Day on 26th January with splendour and happiness by hoisting the national tricolour in the main Campus. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, our Correspondent and

principal also delivers Independence/Republic day messages.

Final Year students celebrate teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India. Eminent teachers are felicitated on that occasion. The college organized essay writing and elocution competitions on the occasion of 150th Birth Anniversary celebrations of Mahatma Gandhi. "Swachh Bharath - Swasth Bharat" a "Clean India Campaign" was organized in the campus as part of national drive on Gandhi Jayanti. We also organized Swachhta hi Seva fortnight as per guidelines issued by MHRD.

National Unity Day/Week are observed to commemorate the birth anniversary of Sardar Vallabhbhai Patel. "Run for Unity" is organized on the occasion by NSS units. Apart from these we celebrate all the important days like Ambedkar Jayanthi, Jyothibaiphule Anniversary, Gandhi Jayanthi, Telangana State Formation day, National Integration Day etc to rouse spirit of patriotism.

We celebrate Festivals like Dussehra (Our State Festival), Christmas, Ganesh Chaturthi, Ramzan in the College Campus to spread Religious tolerance among our students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Best Practice: "Say NO to Vehicle"

2. Goal: The main concern, today, has been the increasing pollution in all forms. Our Institution is located in Coal belt area where there are many vehicles carrying coal, as well the vehicles are increasing day by day and contributing much to air and sound pollution. The vehicles that belong to the staff and students of

educational institutions are no exception to this. Avoiding or banning the use of vehicles is an impossible task. So, we have decided to contribute a little in our own way to reduce pollution. This idea of making the college campus vehicle free for a day in a month with the slogan "Say NO to Vehicle". To keep the college campus free from sound and smoke at least for a day in a month and thereby saving our environment is the goal of this practice.

3.Context: Quite a number of students, the teaching and the non-teaching staff come to college on scooties, motorbikes and cars. Naturally this leads to sound and air pollution. The institution cannot totally check them to bring vehicles into the campus since public transport is not available from all places. So, one way to do something to avoid pollution is to motivate and convince them not to use their own vehicles on second Friday of every month and to find an alternative way to come to the college and thereby to make their contribution towards reducing pollution.

4.The Practice: The students and teachers are taken into confidence. Awareness is created about the increasing pollution and the need to control it. They are motivated not to bring their respective vehicles to the college on second Friday every month.

5. Evidence of Success: The institution's efforts in motivating and convincing the students and the staff have been fruitful. The slogan "Say NO to vehicles" dived into the minds of students. They have extended full cooperation and have made the college campus vehicle free by not bringing the vehicles on every second Friday of the month.

6. Resources Required: The students and the staff are the human resources. Without any financial and infrastructural resources, this practice could be implemented.

7.Problems Encountered: Initially, it was a little difficult to convince everyone, particularly the students, since many questions were raised about the availability of alternative mode of transport. Some of the staff and students forgot the day and brought the vehicles. But gradually, they were taken into confidence and were made aware of the seriousness of the problem of pollution.

1. Title of Best Practice - "ONLINE TEACHING AND LEARNING PROCESS"

2. Goal

- To ensure the completion of syllabus according to the academic calendar of College
- To encourage teachers to adapt to advance pedagogical methods including ICT

adoption in class room teaching during the lockdown.

- To increase the placement of college as quality of students would be improved

3. The Context

Different teachers use different methods to teach in class. They teach at different paces. But Covid -19 has completely turned traditional classroom into the virtual world. Then It was observed that usage of online resources and syllabus coverage remains a challenge. The teachers find it difficult to keep pace with the techno - savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best online teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles using Zoom or Google meet in teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for online teaching - learning needs to bridged.

4. The practice

Computer science teacher trained all the teachers to use different tools for online teaching. Accordingly, online timetable was formed and the teachers added students into their G-Class, WhatsApp as per the Time table. Timely instructions from the university regarding the academic calendar are followed. Syllabus is reduced. On the basis of that, every faculty prepares the academic planner in the form of course under the supervision of department head. Also, they closely monitor the pace of coverage of the syllabus. Timely Feedback is obtained from students and their parents regarding the content delivery by different teachers. Assignments, tests and evaluation are conducted through Zoom, Google Classroom and google forms. Daily report has been sent to the principal to the new mail Id started for online teaching. Video lectures are uploaded into the YouTube to make the classroom handier to the students and they can listen to the lecture in their own comfort time. Gradually all the teachers and students got accustomed to the online teaching and learning

process.

5. Evidence of Success

- All teachers have adopted various online platforms like Zoom.G-Meet,G-Class etc.
- Appropriately paced and completed the syllabus timely.
- Increased attendance in the classes
- Resulted in Good Pass percentage in Pandemic also.

6. Problems encountered and Resources required:

Initially Teachers faced lot of problems to upgrade themselves into online teaching. As most of our students are from poor economic background, they could not afford to arrange a mobile or laptop for themselves. But as the time rolled, parents realized the need of arranging one for their children and this resulted in increase of strength day by day. "Necessity is the Mother of Invention" comes true in our college. After the pandemic also, we are still maintaining students' groups to pass any information, Post notices, Almanac, time-table, Required study material etc.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

We strive for an atmosphere that facilitates All round Development of the students. We are very keen in facilitating personal commitment to the educational success of students. The Academic committee consisting of Principal, senior faculty members and Examination Coordinator prepares the academic calendar well in advance before the commencement of the session/semester. The faculty members before the commencement of semester prepares the material, and make it available to the students. Many efforts are being made for the past few years to change the Teaching - Learning environment into activity-based learning.

Following are the methods adopted to transform the academic environment:

1. Using Power point presentation in teaching
2. Following Blended teaching and learning method
3. Extensive use of digital teaching via Zoom, Google Classroom,G-meet etc
4. Uploading video lectures in you tube
5. Transparent Evaluation System
6. Classroom Seminars, Projects
7. Industrial, Botanical, Historical tours to gain hands on experience.
8. Exposure to career coaching through TASK
9. Offering Counselling through psycho-Social cell
10. Awareness programmes to gain knowledge about various topics
11. Celebrating all National Festivals and Religious festival to show unity in diversity.
12. Arranging lectures of eminent educationists
13. Sensitizing them towards environment protection
14. Training in Communication and Soft Skills.
15. Encouraging them with Awards.

Result:

- All the above have improved the pass percentage to an overall of 91%.
- Motivated the students achieve many prizes in and outside the college.
- Improved Placements
- Reduction in backlogs and detention
- Helped in the personality development of the students.

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

Curriculum planning is strictly done and maintained according to the kakatiya university Almanac. CBCS curriculum is followed with 13 UG combinations and 3 PG courses. Students has choice to select the papers they are interested .Along with the regular curriculum we encourgae them to choose papers to bring awareness about Gender equality and environment consciousness.As such,Gender sensitization and Environmental Sciences papers are included.Formative and Summative Assessments are conducted timely and marks are posted in Progression Register to evaluate the students progress.Internal exams and semester exams are conducted as per the schedule given by the University.Slow learners are identified by the mentors and will be given proper counselling alng with Remedial coaching.This year due to pandemic situation,sudents are encouraged to attend online classes through Zoom and Google Meet.Students are trained and mobilzed to use technology.Timely Evalaution is done through online tests using Google Classroom,Google forms etc.Various extension lectures,workshops,Awareness programmes,seminars are conducted virtually.As students are at their respective homes,they are encouraged to partake in covid related programmes and to educate the primary children surrounding their homes.Students are encouraged to ask their queries immediately in the Google Classroom and get them clarified .We conducted parents meeting virtually to seek their opinion about online classes and students participation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.scwdegreeandpgcollege.com/

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

We follow academic calendar prepared by the University.Almanac

is placed and discussed continuously in the Council ,General Staff meetings and followed strictly. Along with that we plan to conduct monthly tests, slip tests, formative assessments and summative assessments and register marks in the Departmental marks register as well Progression Register. Internal assessment marks and lab examination marks are entered into the kakatiya University online. Mentors will monitor the marks secured by their wards and will resolve their academic as well personal problems so as to make them achieve good marks in the future examinations. Slow learners are identified and given additional coaching through Remedial Coaching. Advanced learners are motivated to help their friends. This year due to pandemic situation, all the tests are conducted online through zoom, Google classroom, Google forms etc. students progress is being discussed with their parents during parents meetings and hostel inmates are closely monitored by the Chief Warden and Deputy Warden.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.scwdegreeandpgcollege.com/downloads/Alumnac2020-21.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

C. Any 2 of the above

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

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
13	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
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)	
00	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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	
nil	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
nil	

File Description	Documents
Any additional information	No File Uploaded
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

As we follow CBCS syllabus, Students are free to select various papers of their interest. Due to pandemic we conducted online classes through which we taught Academics, motivated students to help their neighbours in needy, motivated to conduct classes for primary children near to their homes as all the schools are closed. Our students actively taught small children and distributed prizes to the toppers after conducting exams. We all participated in programmes like feeding the roadside orphans, distributing masks considering it as our social responsibility.

In the curriculum, we motivated students to select Environmental Sciences in the first semester, Gender Sensitization as SEC paper in the Second Semester, Water resource Management in the Fifth Semester to make them learn about the importance of protecting our environment, showing sensitization towards Gender

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

03

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	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

20

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://www.scwdegreeandpgcollege.com/telugu.php

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

500

File Description	Documents
Any additional information	No File Uploaded
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

314

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

Our Institution's one of the best practise is mentoring system. Each teacher is allotted 35 students and they have to check the academic, mental and health conditions of the students and accord proper counselling for the needy. As such the mentor will check the progress report of their wards and divide them according to their capabilities. Advanced learners in their group are motivated to help the slow learners in their academics. If the students are identified with any psychological problem, they will be guided by Pscho-social counselor of our college. Apart from that Remedial coaching will be given before the students appear for their exams. Advanced learners are encouraged to use Special library of Competitive exams books for further guidance. Library is opened 24/7 for the hostel inmates as well dayscholar students to make use of it and excel in their studies.

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

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

Number of Students	Number of Teachers
1245	37

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

Our College consider students as nation builders. so we maintain student centric methods in the entire academic process of planning, delivery of curriculum . we put efforts to make learning more students oriented by focusing on specific learning outcomes for all courses and making it more lively and interactive.The college put all possible efforts for development of students through various forums like, career counseling cell, placement cell, psycho social cell,eco club,consumers club,TASK etc.we ensure awareness on environment and history by taking the students to Field trips,Boatnical Tours,Industrial tours,Historical tours etc.Also we maintain learner friendly classroom to make the students participate more in number in any activity.

To enhance practical utility of the various courses, especially under science and commerce faculties, students are encouraged and guided to undertake projects to gain experience and to present papers in the National Seminars conducted in our college.Special focus is given on proper academic preparation and syllabus completion.Separate lectures are arranged for soft skills and technical skill Development. Entire campus is having Wi-Fi facility to make available e-resources.Many classrooms are equipped with LCD projection systems, screens and white boards. Lecture notes are distributed/discussed after the completion of each unit.Classroom seminars ,quizzes are conducted to provide a space for the students to come up with their ideas.

Critical thinking of students is developed by asking them to solve some problems on their own and read the lesson before the lecture to get an idea about the topic.Faculty forum enables the faculty to nurture their knowledge.Extension lectures,Symposia,Webinars,Seminars are added advantage to the students to expose to various topics.Library facility is provided one at the college and the other at hostel.Hostel library is meant exclusively for Competitive books and Reference books which enables the students to prepare for further competitive exams.In addition to the college and hostel libraries ,all the department will maintain departmental libraries and helps the students by providing them with various books.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

We follow ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to expose the students for advanced knowledge and practical learning. Some classrooms are fully furnished with LCD/OHP/Computers. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work. In this Pandemic situation, we completely rely on Zoom, Google Classroom, Google meet and Google forms for online teaching, evaluation, awareness programmes, various webinars etc. Institute premises are Wi-Fi enabled. Specialized computer laboratory with an internet connection has been provided to promote independent learning.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

37

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

08

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)	No File Uploaded

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

35

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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, non-teaching and administrative staff.

Unit tests are conducted by all teachers at the end of each unit of syllabus. The teachers

make sure that the pattern of the questions is varying for different units. The internal

examinations are also conducted for practical courses. The university norms relating to course-wise examination pattern are communicated to the students through the college prospectus. The university circulars in this regard are circulated to the faculty members and administrative staff time to time and are also displayed on the notice boards for students. Evaluation methods and examination schedules are made available on the college websites.

An examination committee is constituted every year to coordinate the internal and external examination activities and communicate to the students, teachers and administrative staff regarding examinations. For effective understanding of the evaluation process, the faculty members give course-wise instructions about unique features of internal/external evaluation of that course. Changes in schedules, patterns, methods if any, are immediately notified to the students

through notice boards and also through classroom briefing by the concerned subject teachers.

Internal examination schedule is displayed on notice board in advance. Two internal examinations are held per semester. The subject teacher briefs the students in the classroom about their attendance and performance in the internal examinations. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Mechanism to deal with examination related grievances is transparent, time-bound and efficient. To ensure proper conduct of formative tests, two invigilators are assigned to each hall. jumbling system and theory end examinations are conducted at a centre other than the college. The college has evolved a mechanism for redressal of grievances related to internal and external evaluation. The assessed internal test marks are posted immediately in the university website so as to check any kind of further correction.

In case of any grievances regarding internal assessment, the students are free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Principal through the Head of the Department. As per the university norms, students can avail the benefits of Right to apply for verification of answer books, apply for verification with photocopy of answer books, to reevaluate the answer sheet. The result of the verification of marks is communicated to the candidate concerned, within a period of 30 days from the last date of receipt of application by the university.

The college takes special initiative for resolving group grievances, if any, regarding university assessments. The evaluation of answer sheets of the internal exams is done at the college level, in a time bound schedule and in a best possible efficient manner and the results are submitted to the university within a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme outcomes and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers, students, parents and the management through Website, handbooks, Notice boards, Departmental Notice board, orientation classes, Parents meetings, Alumni meeting, Faculty forums, General body meetings of management, campaigning.

Program specific outcomes are the specific skill requirements and accomplishments to be fulfilled by the students by the end of the program. Subject teachers, in their departmental meetings discuss about various skills to impart for each semester and the concerned Head of the department will convey it to the principal.

Course outcomes are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified by the university and communicated in time. Finally, they are discussed in the concerned department's meeting and approved.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and at the same time communicated to the students in the formal way of the discussion in the classroom and departmental notice board. The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

At the Departmental level the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the slow learners. Students are encouraged to attempt all the exams of the courses, to ensure students participation in the class. Their attendance is considered while selecting Best Academic student at the end of each academic year. Mentors will check the marks of their wards to keep a record of their progress. The continuous evaluation is done through tests, quizzes, written assignments, presentation of papers, oral presentations, field work, classroom seminars, projects, one act plays and so on. The end semester examination of every course is based on written examination of three hours sent by the university online.

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

The general programme outcomes for UG programmes all across the disciplines of study in the college include development of abilities, critical thinking, problem solving, establishing of new perspective, entry into government services, placements in different companies etc. The number of students completed their graduation during the period of assessment is an evidence of the attainment of the programme outcomes.

The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability are some of its learning outcomes. This is shared through our college webpage to all stakeholders so that they remain informed of the virtues and shortcomings in teaching learning and accomplishments.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

273

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	No File Uploaded
Paste link for the annual report	https://www.scwdegreeandpgcollege.com/

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://www.scwdegreeandpgcollege.com/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

16

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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**

10

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**

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

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

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

1. Ranger Team leaders Ms.K.Asha Jyothi, Lecturer in English and Ms.V.Renuka, Lecturer in Chemistry Participated in Pulse Polio at Municipal office, Kothagudem on 31.01.2021
2. Lt.K.Srilatha & cadets Participated in Swachhatha Hi Seva on 21.10.2020
3. NCC Cadets participated in various activities during corona pandemic period.

4. NCC Cadets Participated in FIT INDIA FREEDOM RUN from 15-August -2 oct , organized by Government of India Ministry of Youth Affairs and Sports.
5. NSS UNITS ORGANIZED "Haritha Haram" program planted 100 samples in our college campus on 26th June,2020.
6. In this pandemic situation, NSS PO's 24th sept,2020 on the occasion of NSS formation day, NSS units sponsored 25kg rice bag and 10 lts oil to workers.
7. During the Pandemic, as our students are confined to their homes, we motivated them to teach for lower class students within their neighbourhood under the name "Student-Learning Centres".II BZC and II BA students started these centres at their respective homes and helped the little children to make use of Lockdown.
8. Faculty of English Department distributed surgical masks on the main road near the college to bring awareness among the common man about the importance of wearing masks to protect ourselves from Corona.

File Description	Documents
Paste link for additional information	Nil
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

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

50

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

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

04

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

14

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

To achieve desired goals, our Institute has created adequate infrastructure in terms of State of art computer labs, library, language lab, faculty rooms and class rooms, Seminar Halls with Audio Visual Facility. The whole campus has Internet facility for staff and students. The campus has well equipped playground, gymnasium, Hostel and mess. Institute has facilities like Xerox, Stationary store, Canteen within the campus. Institute is maintaining beneficial environment for the students to achieve their dreams. Additionally, Centralised A/C Auditorium is available for conducting various programmes like symposia and National seminars.

Our Institution has well equipped conference room with A/C and LCD, Internet facility and Audio-Video recording system. Computer Lab Institute has 2 advanced & well-equipped computer labs with latest configuration. The labs are well supported with latest software version and strong anti-virus software support to invasion of viruses. The Lab is operating on the 10 MBPS internet connection. The institute has all supportive equipment's such as scanners, printers, MSDN software, speakers, Laptop, LCD projector etc. And a language lab for improving the accent, voice modulation, diction with proper construction of simple and complex sentences.

"The Institute library is a place where present and future meet together." Library is a heart of any institute. The library is very spacious and well-furnished to create a pleasant environment for the students. It plays vital role in enhancing the user's knowledge. Library is segmented in Reference Section, Journal Section, Reading Hall, Digital library, etc. The library has collection of Textbooks, Reference, General and Rare-books, Journals, e-journal and CDs, LED TV etc. The circulation of books is based on Bar- Code. The library has collection of 20,000 Books. "Today's Learners, become tomorrow's leaders" Pleasant Class Room is the place where students learn with zeal to achieve their goals.

Our Classrooms are spacious, well ventilated, adequately furnished and decorated. The seating capacity of class room is of 60 and 120 students, Well-equipped with mounted LCD projectors, white screens, podium, white boards. In addition to tutorial rooms for a group discussion. We have 2 seminar halls, one is fully air conditioned and having seating capacity to take care of all the programs conducted there with Audio and Video recording system.

Adequate hostel facilities are available like Mess, Generator Backup, Water Cooler with purifier, Geyser facility, WI fi, Solar System, TV room, Gymnasium, Visiting Doctor, Telephone and hospital facility.

The various departments in Arts, Commerce and Science streams are located in the separate blocks. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of National Service Scheme and National Cadet Cops.

The College has ponds and pits for water storage under rain water harvesting scheme. The college campus is maintained with cleanly and neatly atmosphere. A spacious garden with pavements and pavers in the campus is developed for students' service. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus.

The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

- Well-furnished 30 classrooms.
- 04 ICT enabled classrooms.
- 07 ICT enabled laboratories.
- A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
- Well-equipped 08 Laboratories i.e. Chemistry, English, Botany, Physics, Zoology, Computer Science, Electronics and Biotechnology.

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, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

We strictly follow Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done for the all-round development of the students. we have adequate facilities for sports, games and cultural activities.

Our institute is having three large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Hockey, Volleyball, Basketball and Kho-Kho, tennis, table tennis and all indoor games. A well-equipped gymnasium is available. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year. Students are specially trained for participation in Zonal and Inter-Zonal All faculties have well-equipped assembly halls for organizing annual functions and cultural events. Major cultural events are

organized at the Centralised A/C Auditorium.

Some of the faculty members serve as instructors at the Heartfulness Yoga Centre. Special classes on Karate for self-defence are organized for all the students.

Under the guidance of Cultural Committee, our Students present cultural programme on every weekend i.e. on Saturday by name 'cultural weekend', which is the best practise of our college, to identify various hidden talents in them. Students are very much encouraged to participate in the cultural events held in the college like cultural fests, Freshers, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students are even sent to other colleges for intercollegiate competitions like dances, skits, Essay writing, Elocution, mimicries etc. This year our student Kum.Amulya from II MPCS won second prize in All India Essay Writing Programme.

File Description	Documents
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 such as smart class, LMS, etc.

31

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

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

4,00,000

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Our Library System, comprising of two libraries one in the main campus and other in the Hostel, has been working to ensure that it provides the best services to its users i.e. faculty, students and staff of the College.

The Central Library of the college is fully automated using SMART CHOICE in the year 2014. It provides access to bibliographic records of all the print books available in the library, full-text of e-books, institutional repositories (using DSpace), other useful resources etc.

To meet the growing needs for electronic resources and for maintaining highest academic integrity in college publications, various steps were undertaken by the library during the past few years. The library has about 26695 Text books, 10000 Reference books, 20 journals, 15 CD & Videos. Students can access all the Question Papers of the previous year from the library.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above
--	------------------------------

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

120

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

4.3 - IT Infrastructure

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

Our institution continuously strives to provide state-of-the-art technologies and update its ICT facilities. To ensure effective functioning we thoroughly upgrade our IT facilities.

We have Good Surveillance system with around 50 C.C cameras, Intercom facility for all the departments, Security and Hostel. Our infrastructure includes 120 systems with two computer labs, Intercom facility and Wi Fi facility for staff and students.

Significant investment has been made to upgrade classrooms to e-classrooms/smart

classrooms with the purchase of the following equipment:

- Interactive Projector with White board
- LCD Projector
- Digital Lectern with Audio System
- Handy Camera
- Television
- Speakers with Wi-Fi facility

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

4.3.2 - Number of Computers

140

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

600000

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

The college ensures ideal division and utilization of the available financial recourses for maintenance and conservation of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by the management as per the requirements for the best interest of students. Science Laboratories are properly maintained with all safety measures. Various Records are maintained by lab technicians, Lab

In charge and supervised by concerned head of the departments.

Library is upgraded every year with new collection of books, journals to cater the needs of the staff and students. Regular Audit will be done by the Staff to enhance the quality of the books. The requirement and list of books is taken from the concerned departments and duly approved by the Principal. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out by the library committee. We maintain two different libraries in our college. One at the college which works from 8am to 6pm. Another is maintained at hostel named "Bright star's Knowledge centre" with the collection of Competitive books. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment.

We have a vibrant Sports team in our institution under the stewardship of our Physical Director. Equipment is purchased through the sports committee and audited regularly. Our students are the overall champions in the intercollegiate tournaments every year but this year due to pandemic, we have confined to homes.

We have around 120 Computers in our college in two separate labs with wifi connection. Along with this each department has its own PC with internet facility where faculty can access journals online.

Our classrooms are maintained well with proper ventilation. Furniture will be upgraded as per the requirement of the students. Our management is keen in providing the best comforts to students. Complete college building is in renovation.

Our lab instructors along with the head of the department maintains the stock register by physically verifying the items round the year. Department wise annual stock verification is done by concerned Head of the Department. Regular maintenance of Computer Laboratory equipment's is done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty incharge. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by management employees.

Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. Updating of software's is done by lab assistants. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. Regular maintenance of the water cooler and water purifier is done meticulously.

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 benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

675

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2500

File Description	Documents
Upload any additional information	No File Uploaded
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	https://www.scwdegreeandpgcollege.com/
Any additional information	No File Uploaded
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

27

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

04

File Description	Documents
Any additional information	No File Uploaded
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

B. Any 3 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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

25

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

200

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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	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/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.

06

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

Our Student representatives actively participate in various activities. They help in coordinating all the events related to academics and other cocurricular & Extra-curricular activities under the stewardship of teaching faculty. We select the Student representatives at the beginning of every Academic year and they are involved in all the committees. They work as a medium between faculty and students.

Student's Contribution in Academic administration-curricular and Extracurricular activities.

- They are the members in around 34 various committees constituted for the smooth functioning of the college.
- They communicate the information between students and the faculty.
- They took active role while the institution organises Symposia, Workshops, National Seminars, Field trips, Industrial tours, Various Competitions, Scholarship disbursement etc.
- Active in conducting Cultural Weekend
- Try to resolve issues between the students with the help of the faculty.
- Coordinate Special events like Sports day, College day, Freshers day, function etc
- Celebrate all the festival maintaining harmony.
- Maintains stage arrangements and participate in inviting Guests.
- Extends support in all the programmes organised by our institution.
- Students maintain hostel consisting of 650 inmates with three different buildings.

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

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

05

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	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

Our Institute has a registered Alumni Association named "SAHACHARITHA" for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. The mission of the Alumni Association is to nurture a mutually beneficial relationship between the Institute and its alumni. Alumni meet is arranged once or twice of every year.

- For this Academic Year, due to pandemic situation, we arranged a virtual meet on 11th November, 2020.
- On 15th February, 2020 Our vibrant Alumni have contributed Pen drives to all the 15 departments.
- Alumni donated money to poor meritorious students every year by interest incurred by the amount deposited by them.
- They partake in extending their support by delivering Guest lectures to the students.
- They express their opinion through their valuable feedback.

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

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

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 and in tune with the vision and mission of the institution

Our governing body Singareni Collieries Company Limited is so reflective and the prime focus is on the vision and mission of the institute. The policy and planning are carried out according to consultation with stake holders. The governance of the institution is reflective. The empowered team of the college involves General Manager, Correspondent, Principal and conveners of various committees.

Teaching-staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.), stakeholders, alumni works according to the vision and mission of the college. The principal monitors the mechanism regarding administration and academic process following the Almanac released by the university timely. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college. For example, these are Examination branch, Purchase committee, NSS, NCC, Various science clubs, carrier and counselling cell, library and sports committee, cultural and literacy committee, anti-ragging committee, college-magazine committee, UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc.

All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in

every academic session. Timely Council meetings and General Staff meetings are conducted by the Correspondent and the principal to review the progress, result, special programmes etc. Principal continuously monitors each room individually by 53 CCTV installed at various places of college as well Hostel.

The perspective plans are implemented by principal with Purchase committee, headed by the correspondent and works for the benefit of staff and students. As Singareni is a Leading private company with its variety in different departments, They extend their support by offering M.O.U's to various departments .As well they offer space for our Post graduate students to do their Projects and Apprenticeship.

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

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

Our College has very participative management called Singareni Collieries Women's Degree College. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in introducing a positive attitude that leads to increased competency, improved communication skills, sharp determination, motivation and job satisfaction.

The Management believes in Decentralization of powers while policy decisions, finance, infrastructure etc. with the help of members of the various Committees.

Our vibrant management strives for to bring together contributions from all fields of humanities, social science, commerce, science and technology, to advance human self-

understanding and communication. We have around 35 different committees through which our management, principal, Teaching and non-teaching staff strives for the benefit of the students.

Administrative Committee looks after the following:

- To review the smooth running of the administrative activities of the

college, discussing approval of new programs.

- To review the examination results (Internal as well as External) of all

programs; reasons of poor result and their improvement strategies.

- To approve the up gradation & maintenance of the Infrastructure of the

Institute.

- To review the budget allocated for different purposes and their expenditure

etc.

- Promotion of various faculty career advancement programs.
- To review the Placement activities, Collaborations with Industry and R&D

programs.

- To provide support for conducting all kinds of activities: - Co-curricular

and Extra-curricular.

- To review the awards and scholarships for students based on the

performance in co-curricular and Extra-curricular activities etc.

IQAC Committee looks after the following Activities:

1. The Internal Quality Assurance Cell is started to monitor the quality of

services being provided by the institution to its stakeholders.

1. An IQAC committee is formed and approved by the governing body to take

care of quality assurance strategies and processes.

1. Our college is committed to continually improve the infrastructure, enhance the faculty competencies and empower the students for self-learning.
2. Reviewing of the quality policy is done once in every semester and their vision is placed when required by the IQAC committee.
3. Parameters related to enhance the quality the institution like workshops, conferences, FDP's, paper publications, ISO certification, IIC, innovations in teaching and more are considered after the approval of IQAC Committee.

Academic Committee Handles:

- Conducting Internal and Semester Examinations according to the Almanac
- To formulate schemes for student's development, training etc.
- For counselling of a group of students' including slow learners & implementing schemes for them.
- Monitor different Quality Initiatives such as academic audits, Faculty Development schemes, student's performance etc.

Career counselling Committee:

- It plays a very important and key role in getting students their dream placement through on campus drives and guiding the students for their successful Career Placement.
- It is a crucial interface between the stages of completion of academic program of the students and their entry into avenues of suitable employment.
- We are linked with TASK through which final year students are given special coaching in developing their Communication Skills, Analytical Skills, Interview Skills and Reasoning.

Alumni Committee:

- Alumni Committee functions to strengthen the relationship between the institute and its alumni.
- We have a vibrant Alumni which is one of the major strengths of our institute.
- The committee acts as a platform where the existing students and the alumni can interact for healthy & meaningful careers.
- The committee also observes and highlights the achievements and successes of alumni so as to provide motivation to our institute as well our students.
- This year due to pandemic situation we arranged Alumni meet virtually on 11th November, 2020.

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

6.2 - Strategy Development and Deployment**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

Over the past 46 years the college has shown tremendous growth. Both perspective and strategic plan documents are available in the institution. Keeping in mind, the short term, medium term and long-term development plans, the college always adopts a bottom-up approach with a strategic directive given from the top administration management. Our college is a government aided institution; hence it follows government policies laid down by the Department of Higher Education, Government of Telangana. Still a perspective plan is in force in the college which takes into consideration the following aspects:

Our Strategic Plan includes;

- Planned to introduce job-oriented courses
- Continuation of certificate and diploma courses through various excellence

- Introduce skill development and value-oriented courses
- Extension activities were carried out through NSS
- New groups like BTZC, BTBZ, MCCS were introduced from 2019
- Staff Development Programmes were conducted to enhance the skill and knowledge of the teaching and non-teaching staff.
- The college established functional Memorandum of Understanding with various organizations for skill development training and industrial tours.
- To conduct skill-oriented training programmes like beautician, basket making etc.
- To identify and train the youth from rural areas in sports activities in the second campus
- Motivate all the Faculty to complete PhD at the earliest.
- To Improve the employability skills of the students through Career counselling.
- To encourage the students participating in co-curricular/ extracurricular activities
- To encourage the Faculty to Publish Research article approved by national and international journal Publishing.

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

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.

As ours is an Aided Institution, our administrative bodies include government, management, Principal and senior faculty. We have ISO 9001:2015 certification and NAAC 'A' grade.

Responsibilities of the Management

- Associating with competent, dedicated faculty to implement effective quality policy and mission of institute through teaching-learning process.
- Making financial provisions to provide infrastructure and facilities suitable for effective services and to cater to the growing needs.
- The institution maintains an effective internal co-ordination and monitoring mechanism with various departments and committees formed by the college for curricular, co-curricular and extracurricular activities.
- Allotting funds to organise various programmes like extension lectures, symposia, seminars, workshops etc.
- Conducting Financial Audit annually
- Maintenance of Science labs, Renovation of buildings etc.

Responsibilities of the Principal

- Providing direction for programs through institution's Vision and Mission.
- Review of attainment of Program Outcomes by departments.
- Implementation of improvement initiatives suggested by the Governing Council.
- Approval of Annual Academic Calendar at the Institution Level.
- Approval of program budget on an annual basis and approval of expenses.
- Review of Department activities through council meetings.
- Conducting Academic Audit annually.
- Collection of informal feedback from students for improvement process.
- Review of complaints and suggestions by opening Suggestion box thereby, taking necessary measures to improve teaching method.
- Identification and implementation of staff welfare measures.

Responsibilities of Head of Departments:

- To conduct departmental minutes and take necessary decisions.
- Monitors the class work, material preparation and training in communication skills.
- Identification and monitoring of Program Outcome Improvement Initiatives.
- Formulating departmental Time Table.

Responsibilities of Faculty:

- Plan, schedule, and organize, co-ordinate and monitor Lectures assigned to them.
- Completing the syllabi in the subjects assigned to them.
- Prepare Lecture Plan/ Lecture Materials/ Course Material
- Maintain Various Registers in the department.
- Conducting internal Tests during each semester in the subjects assigned.
- Encourage students to participate in co-curricular and extra-curricular activities.
- Participate in professional development activities.
- Involve in at least one task for Institutional Development during a semester.
- Any other responsibilities that may be assigned by the HOD.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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	No File Uploaded
Any additional information	No File Uploaded
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

Singareni Collieries Company limited is known for its Welfare measures. For any institution, staff is important for effective functioning of the Institute. Our management, Singareni Collieries Educational Society is keen in implementing several welfare measures to the teaching and Non-teaching staff.

Welfare Measures for Teaching and Non-teaching Staff

- Teaching and Non-teaching staff formed a staff club through which we contribute gifts for various occasions like birthdays, wedding, house-warming etc. Also, when any staff got hospitalised and in need of money, we contribute certain amount through the club headed by Convener and treasurer. Recently when our clerks' husband needed operation, we have sponsored 2,00,000 rupees within a short span of two weeks.
- Management Provides Free Accommodation, Hospital facility to all the Contract staff
- Contract faculty are given wages on par with Government Degree college Contract staff. In addition to this, they have P.F facility.
- All the Staff including Contract staff can avail six months maternity leave on par with government employees.
- Contract staff are paid with twelve months salary though they avail summer vacation.
- Staff can Avail Hospital Facility in Leading Corporate Hospitals when referred by Singareni Hospital.
- Staff can avail three one-hour permissions per month apart from their regular leaves.
- Management extended five days special casual leave for

women.

- If any staff are injured during work hours, they are provided with paid leave.
- During Pandemic situation, when all the teaching staff are not getting salaries, our management is kind enough to pay salaries promptly to all the contract, outsourcing staff as it is dedicated to see the welfare of the staff.
- Hostel staff are distributed with Rice bags and some provisions by NSS Units during Covid-19.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
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

06

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

Appraisal is the time when we realise the true worth in the eyes of the superiors"

A good performance management system works towards the improvement of the overall organisational performance of teams and individuals for certifying the achievements of the overall organisational mission and vision. It plays a crucial role in managing the organisation in an efficient manner and to encourage the staff to work with more dedication.

A team consisting of the Head of the Department and Senior Staff in the Department, goes through the feedback forms collected from the students and suggest suitable measures to improve the teaching-learning process. Also to analyse their Strengths, Weaknesses, Opportunities and Threats.

Appraisal for Teaching Staff:

1. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.
2. The Staff who have completed their Ph.D.'s is awarded with Cash Prize on the college day.
3. After getting Semester results, the staff who achieves 100% result is awarded with Cash prize from the management.
4. Principal Wishes every staff specially on their Birthdays.

Appraisal for Non-Teaching Staff

All non-teaching staff are also assessed through the various parameters like Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting, efficient organization of documents and technical abilities. Each one of them is praised thoroughly.

File Description	Documents
Paste link for additional information	Nil
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 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

Our Institution conducts internal and external financial audits. Every Year Internal Audit has been done by our management and External Audit is done by the government. But due to pandemic situation, Internal Audit is done by the Principal and Senior staff and external Audit is done by the Singareni Management.

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

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

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

6,15,500

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
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

We mobilize funds as follows:

1.Fees: Fees charged as per the university and government norms from students of various

granted and self-financed courses.

2. Salary Grant: The College receives salary grant from the State Government for Aided Staff, and from the Management to Unaided and Contract Staff.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent

Affiliation of the University. So, we receive grants from the UGC for the development and

maintenance of Infrastructure, upgrade of the Learning Resources and Research (including

grants for Minor and Major Research Projects. But during this year we have not received any grants.

4. We received funds from Alumni towards contribution of por students fund.

5. Bulding renovation, Purchase of books for library, conducting various programmes like Extension lectures Symposia, C.C camera's Installation, Purchase of Furniture, Maintenance of Science labs, Lawn etc will be funded by Singareni management.

5. For this Academic year management has done building renovation and CC camera Installation.

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

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

Our Institution focus on imparting quality education, through its innovative, comprehensive and flexible education policy.

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning.

The IQAC has taken up the following task for this year:

- ISO Certification 9001:2015
- Installation of C.C cameras
- Fifteen Different Webinars
- Conducted Various Workshops, Quiz Programmes etc
- Awareness Programmes on Covid-19
- Donation of Provisions to the workers during Pandemic
- Establishment of Institutional Innovation Cell
- Received Appreciation Certificate in Beat Covid Campaign from MHRD

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. Important announcements are made timely and attendance and conduct of classes are monitored by the Head of the departments. Students feedback is collected to enhance the teaching-learning process. During this pandemic, Feedback is taken from the parents virtually. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- Organised various National Seminars, Symposia, Extension Lectures, Workshops, faculty Forums, Parents Meetings, Alumni meets.
- Carried out Various Field trips, Industrial, Botanical, Historical Tours.
- ISO Certification 9001:2015
- IIC cell
- Installation of C.C Cameras
- Welfare steps for Staff
- Conducted Student Exchange Programmes



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

<p>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)</p>	<p>B. Any 3 of the above</p>
--	-------------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

Our Institution maintains gender sensitivity through various initiatives and actions for creating safe, secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and an additional paper "Gender sensitization" is mandatory for the second semester. Surveillance with high resolution cameras through day and night facility of distributed recording in control room has been set up in the campus, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assured that they are secure at all the time in the campus. Though ours is a women's college, we give more importance to the Gender sensitization as we strongly believe in the notion that "If we educate a woman, she can educate the whole family." English Syllabus for III Semester is completely dedicated to women Empowerment

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 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

The college facilitates several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle the waste. The management has also advised to refuse anything which is not needed. We have different dustbins to segregate the different waste like solid, chemical, etc. Eco-club deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure.

In addition to this we have organized many workshops on the implementation of these techniques effectively. Training programmes are conducted from time to time about the methodology of disposing the waste. we have decided that we should avoid plastic items to the best possible capacity. It is also decided that the institution should use utensils made of glass and metal.

For solid waste management different bins have been placed in corridors and departments. This ensures that solid waste segregated at the source. It is also ensured that the recycling of all these components is done in minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably treated at the site of generation.

Harmful waste like masks and PPE kits are separately disposed and sent to the concerned hazardous bin maintained by the municipality. Also, several programmes on Swachh Bharat Mission

were organised. Under this banner the utility of recycling the solid and hazardous waste has been elaborated. People from different aspects of life delivered their talks about the proper usage of waste. Moreover, the NSS volunteers have also demonstrated the proper procedure of disposing the masks for all the students.

Waste water management is done properly. Waste water in Hostel Kitchen is diverted to grow Rose garden and Leafy vegetables in the hostel garden. Pits are dugged at various empty places within the campus to conserve Rain water. Also, Rain water is collected in special Water tubs to be used as Distilled water for usage in Science Labs-Waste management is done stupendously by SCCL management.

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

B. Any 3 of the above

File Description	Documents
Geo tagged 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

B. Any 3 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	No File Uploaded

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

B. Any 3 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software,

B. Any 3 of the above

mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies 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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Our College has conducted several programs for providing an inclusive environment. It has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic, and other diversities. To maintain diversity, students from diverse regional and cultural backgrounds are given admission.

For the promotion of unity in diversity, NSS units all important days but this year due to pandemic, all the programmes are organised virtually. The college also organizes various cultural programs to celebrate the cultural diversity of India. Students from various regional and cultural backgrounds participate in such programs and present their regional or cultural folk songs and dances. These cultural events are organized at different levels- departments, hostels, and on different occasions like Independence Day, Republic Day, college day, Sports day, Freshers day, Farewell party, Singareni Day etc. To cater to the linguistic diversity, all student related competitions like Essay Writing, Elocution are conducted in three languages, Telugu, Hindi, and English.

The various departments of the university conduct seminars, workshops, and outreach programs to promote communal harmony and tolerance. Cultural Committee organised various programmes to bring awareness about Azadi Ka Amruth Mahotsav. Various

activities like Painting, Freedom Run, Slogan Writing Competition, Essay Writing Competition, Patriotic Song Singing Competition, Lectures by Eminent Personalities and Mass recitation of National Anthem by all students are exercised and performed.

It is the tradition of the college to celebrate all religious festivals amidst students. Our state festival 'Bathukamma', Christmas, Ramzan etc are celebrated in a grand manner to make the students tolerant to other religions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

Our Institution undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. Constitution of India is included for II semester students to create awareness and sensitizing the students and employees to constitution obligation. Every year Republic day is Celebrated on 26th January by organizing activities highlighting the importance of Indian Constitution. Similarly, constitution day also would be celebrated on 26th Nov every year. Independence Day is also celebrated every year to highlight struggle of freedom. National Integration day is celebrated by all the NSS, NCC and Ranger units.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

B. Any 3 of the above

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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

To maintain harmony and healthy work atmosphere and to make the learners aware of the national pride and rich cultural heritage, the National/International commemorative days are regularly being celebrated and observed in ours College.

Every year we celebrate National Festivals i.e. Independence Day on 15th August and Republic Day on 26th January with splendour and happiness by hoisting the national tricolour in the main Campus. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, our Correspondent and principal also delivers Independence/Republic day messages.

Final Year students celebrate teachers' Day every year on September 5 in memory of Dr. S. Radha Krishnan, former President of India. Eminent teachers are felicitated on that occasion. The college organized essay writing and elocution competitions on the occasion of 150th Birth Anniversary celebrations of Mahatma Gandhi. "Swachh Bharath - Swasth

Bharat" a "Clean India Campaign" was organized in the campus as part of national drive on Gandhi Jayanti. We also organized Swachhta hi Seva fortnight as per guidelines issued by MHRD.

National Unity Day/Week are observed to commemorate the birth anniversary of Sardar Vallabhbhai Patel. "Run for Unity" is organized on the occasion by NSS units. Apart from these we celebrate all the important days like Ambedkar Jayanthi, Jyothibaiphule Anniversary, Gandhi Jayanthi, Telangana State Formation day, National Integration Day etc to rouse spirit of patriotism.

We celebrate Festivals like Dussehra (Our State Festival), Christmas, Ganesh Chaturthi, Ramzan in the College Campus to spread Religious tolerance among our students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Best Practice: "Say NO to Vehicle"

2. Goal: The main concern, today, has been the increasing pollution in all forms. Our Institution is located in Coal belt area where there are many vehicles carrying coal, as well the vehicles are increasing day by day and contributing much to air and sound pollution. The vehicles that belong to the staff and students of educational institutions are no exception to this. Avoiding or banning the use of vehicles is an impossible task. So, we have decided to contribute a little in our own way to reduce pollution. This idea of making the college campus vehicle free for a day in a month with the slogan "Say NO to Vehicle". To keep the college campus free from sound and smoke at least for a day in a month and thereby saving our environment is the goal of this practice.

3.Context: Quite a number of students, the teaching and the non-teaching staff come to college on scooties, motorbikes and cars. Naturally this leads to sound and air pollution. The institution cannot totally check them to bring vehicles into the campus since public transport is not available from all places. So, one way to do something to avoid pollution is to motivate and convince them not to use their own vehicles on second Friday of every month and to find an alternative way to come to the college and thereby to make their contribution towards reducing pollution.

4.The Practice: The students and teachers are taken into confidence. Awareness is created about the increasing pollution and the need to control it. They are motivated not to bring their respective vehicles to the college on second Friday every month.

5. Evidence of Success: The institution's efforts in motivating and convincing the students and the staff have been fruitful. The slogan "Say NO to vehicles" dived into the minds of students. They have extended full cooperation and have made the college campus vehicle free by not bringing the vehicles on every second Friday of the month.

6. Resources Required: The students and the staff are the human resources. Without any financial and infrastructural resources, this practice could be implemented.

7.Problems Encountered: Initially, it was a little difficult to convince everyone, particularly the students, since many questions were raised about the availability of alternative mode of transport. Some of the staff and students forgot the day and brought the vehicles. But gradually, they were taken into confidence and were made aware of the seriousness of the problem of pollution.

1. Title of Best Practice - "ONLINE TEACHING AND LEARNING PROCESS"

2. Goal

- To ensure the completion of syllabus according to the academic calendar of College
- To encourage teachers to adapt to advance pedagogical methods including ICT

adoption in class room teaching during the lockdown.

- To increase the placement of college as quality of students would be improved

3. The Context

Different teachers use different methods to teach in class. They teach at different paces. But Covid -19 has completely turned traditional classroom into the virtual world. Then It was observed that usage of online resources and syllabus coverage remains a challenge. The teachers find it difficult to keep pace with the techno - savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best online teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles using Zoom or Google meet in teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for online teaching - learning needs to be bridged.

4. The practice

Computer science teacher trained all the teachers to use different tools for online teaching. Accordingly, online timetable was formed and the teachers added students into their G-Class, WhatsApp as per the Time table. Timely instructions from the university regarding the academic calendar are followed. Syllabus is reduced. On the basis of that, every faculty prepares the academic planner in the form of course under the supervision of department head. Also, they closely monitor the pace of coverage of the syllabus. Timely Feedback is obtained from students and their parents regarding the content delivery by different teachers. Assignments, tests and evaluation are conducted through Zoom, Google Classroom and google forms. Daily report has been sent to the principal to the new mail Id started for online teaching. Video lectures are uploaded into the YouTube to make the classroom handier to the students and they can listen to the lecture in their own comfort time. Gradually all the teachers and students got accustomed to the online teaching and learning process.

5. Evidence of Success

- All teachers have adopted various online platforms like Zoom,G-Meet,G-Class etc.

- Appropriately paced and completed the syllabus timely.
- Increased attendance in the classes
- Resulted in Good Pass percentage in Pandemic also.

6. Problems encountered and Resources required:

Initially Teachers faced lot of problems to upgrade themselves into online teaching. As most of our students are from poor economic background, they could not afford to arrange a mobile or laptop for themselves. But as the time rolled, parents realized the need of arranging one for their children and this resulted in increase of strength day by day. "Necessity is the Mother of Invention" comes true in our college. After the pandemic also, we are still maintaining students' groups to pass any information, Post notices, Almanac, time-table, Required study material etc.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

We strive for an atmosphere that facilitates All round Development of the students. We are very keen in facilitating personal commitment to the educational success of students. The Academic committee consisting of Principal, senior faculty members and Examination Coordinator prepares the academic calendar well in advance before the commencement of the session/semester. The faculty members before the commencement of semester prepares the material, and make it available to the students. Many efforts are being made for the past few years to change the Teaching - Learning environment into activity-based learning.

Following are the methods adopted to transform the academic environment:

1. Using Power point presentation in teaching
2. Following Blended teaching and learning method

3. Extensive use of digital teaching via Zoom, Google Classroom,G-meet etc
4. Uploading video lectures in you tube
5. Transparent Evaluation System
6. Classroom Seminars, Projects
7. Industrial, Botanical, Historical tours to gain hands on experience.
8. Exposure to career coaching through TASK
9. Offering Counselling through psycho-Social cell
10. Awareness programmes to gain knowledge about various topics
11. Celebrating all National Festivals and Religious festival to show unity in diversity.
12. Arranging lectures of eminent educationists
13. Sensitizing them towards environment protection
14. Training in Communication and Soft Skills.
15. Encouraging them with Awards.

Result:

- All the above have improved the pass percentage to an overall of 91%.
- Motivated the students achieve many prizes in and outside the college.
- Improved Placements
- Reduction in backlogs and detention
- Helped in the personality development of the students.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

We have discussed and determined to chalk out the following programmes for the next academic year.

- Conducting National and International Seminars
- Arranging Symposia, workshops, Extension Lectures
- Organising various Awareness programmes for the benefit of the students
- Applying for NIRF

- NAAC Re-accreditation (3rd cycle)
- Arranging Inter-collegiate Cultural Fest
- Improving Placements
- Increasing Alumni Contribution
- Arranging campus drives
- Field Trips, Industrial, Botanical, Zoological and Historical Tours
- Awards for Teaching staff based on their performance.
- Increase the Contributions to Society.
- Strive for E-book system in Library.

NAAC