



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**SKR SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA**

SKR SKR GOVT. COLLEGE FOR WOMEN, KADAPA AUTONOMOUS  
NAGARAJUPETA, YSR KADAPA DISTRICT.

516001

[skrgdcwakdp.edu.in](http://skrgdcwakdp.edu.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION



### **Motto of the Institution:**

**“Tamasomaa Jyotirgamaya”**

**“FROM DARKNESS, LEAD ME TO LIGHT”**

S.K.R. & S.K.R. Govt. College for Women, Kadapa was established in 1973 vide G.O. M.S. No.1032 dated 19-10-1973, Education Department, Government of Andhra Pradesh in 3.28 acres land. The college was included in the list of colleges under section 2(f) and 12B of UGC Act 1956 with nomenclature S.K.R. & S.K.R. Govt. College for Women, Kadapa District-516001, Andhra Pradesh under the head of Government Colleges. Smt. Koti Reddy Ramasubamma and Sri Koti Reddy, liberally donated Rs.1 lack for the college and college got its name christened in the name of her family. The College name, S.K.R. & S.K.R. Govt. College for Women, Kadapa. Since its inception, the college has made significant progress in quality and quantity under the able guidance of thirty two (32) renowned Principals. The college was conferred with Autonomous Status on 24.11.2016 by UGC, New Delhi, (6 years) from 2017-18 to 2022-23 with the stringent efforts of the Principal and Staff and implemented Autonomous status from the Academic Year 2017-18. Autonomous status allows to constantly review the curriculum and update as per the industry requirements to prepare industry-ready students. The institution successfully completed 5 academic years with support of affiliating parent University Yogi Vemana University, Kadapa. Presently the college is offering 16 UG Courses and 2 P.G courses (English & Zoology) to 1802 women students of Kadapa and its surroundings to empower them. Presently 59 teaching faculty, 27 Non-teaching staff and 2 mentors in JKC are working in college. The institution was accredited at B+ level with institutional score 78.10 on 21st May, 2006 and re-accredited at ‘B’ Grade with CGPA 2.33 on four-point scale on 5th May 2014. The college is qualified with ISO certification ISO 9001:2015 for providing educational services (ISO team visit on 26.02.2021). The college got Certificate of Appreciation from Forest Department, Dr.YSR Kadapa District, A.P. for conducting Eco-friendly activities towards environmental and sustainability. The institute is imparting Quality education with values to empower students. UGCINFLIBNET facility, yoga, Swachh Bharat, NSS, RRC, NCC, WEC, ARC, Alumni etc., support students.

### **Vision**

#### **Vision of the Institution:**

To impart quality and value based higher education to women students with excellence in teaching, learning and research to create, sustain and apply knowledge and skills in an interdisciplinary and multidisciplinary approach and to bring in changes on par with the needs of the society particularly in the context of globalization and to empower women students to contribute towards Nation Building.

## **Mission**

### **Mission of the Institution:**

- To provide quality higher Education to women students and mould them to be socially responsible citizens in the changing global scenario.
- To transform the students into leaders through participatory learning of LSCs, SDCs, curricular, co-curricular and extra-curricular programmes.
- To analyse outcomes and abilities of the students through Continuous Internal Assessment.
- To prepare the students ready to industry connect by involving them in Community Service Projects and internships/ on the job trainings/ Apprenticeships.
- To channelize and systematize the efforts and measures towards academic excellence
- To encourage departments to establish student Learning-centric environment to use ICT tools for teaching and learning process and to inculcate value-based education system.
- To encourage Departments to organize Seminars, Workshops, Orientation and Faculty Development Program
- To ensure an effective and transparent operations to achieve excellence in Academic, Administrative and Financial activities
- To build association with stakeholders and to stimulate Social Responsibility
- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To organise gender-equity programmes
- To inculcate integrated Indian knowledge of culture and heritage.

### **Core Values of the Institution:**

- National Development.
- foster Global Competencies
- Value System
- Use of Technology.
- Quest for Excellence.
- Women Empowerment
- Sustainability
- Inclusiveness
- Integrity
- Transparency
- Team Work
- Creative thinking and analyzing

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

## **Institutional Strength**

### **Institutional Strengths:**

1. SKR & SKR Govt. College for Women, Kadapa (Autonomous) is the only Autonomous College for women students in Dr. Y.S.R. Kadapa District.
2. Located in the heart of the city and feasible and accessible to all the women students with hostel.
3. CBCS with 464 courses offered across 16 UG and 2 PG programmes in Commerce, Sciences & Arts and offered 54 Certificate Courses to enhance the life skills, employability and entrepreneurship skills.
4. Teacher quality is ensured with 27-NET/SET/SLET/ 23-Ph.D/ 9-M.Phil.,
5. Mentor- Mentee system is in practise with 1:36 ratio.
6. 1 NCC unit and 2 NSS units Sports and Yoga facilities for all-round development of the students.
7. 35 class rooms, 2 virtual 3 digital and 8 with LCD facilities, a seminar hall, language lab, 16 fully equipped laboratories, and Solar Energy panels to produce 20 K.V.
8. Very good library as Learning Resource Centre with UGCINLIBNET facility.
9. Medicinal garden, Museum with specimens
10. Jawahar Knowledge Centre, students learn employability skills, Computer skills, Analytical skills, communication and soft skills in the college.
11. Employability Skill Center provides Campus Recruitment, Training and other IT related skills to face the competition in the job market.
12. Women Empowerment Cell organises gender sensitization programmes to enhance the intellectual capacities of the students.
13. Community service through CSP Projects.
14. MoUs and Linkages with organisations and industries for Community Service Projects, internships, On-the-Job training, Project work, and sharing of research facilities.
15. Closed circuit Surveillance ( CC TV)
16. R.O. Plant for Protected drinking
17. Auditorium to conduct awareness programmes, cultural programmes, National and International importance days and other meetings.
18. Endowment prizes and Gold Medals to the toppers.
19. Registered Alumni supports the college.
20. 80% of students got sanctioned and released scholarships by the AP State Government.
21. 15 Prathibha Awardee students.
22. M.Rupa, B.A participated in Youth Parliament and received Indian Icon Award.
23. N.Vandana, III Bt.ZC participated RD parade camp in Delhi on 26th January 2023.
24. Dr P.Sachidevi, Lecturer in Zoology is the recipient of NESAWomen excellence award 2022.

## **Institutional Weakness**

### **Institutional Weaknesses:**

- The college is situated in the heart of the town with 3.28 acres of land. But 75% of land is the constructed area. Hence playground facility is less. The interested students are encouraged to practice in the municipal playground, half KM distance from college.
- Less number of students are pursuing higher education.
- Less Industry-Institute interaction.
- Moderate Placement ratio.

- Less number of patents and less number of Research Projects.
- Requirement of extra class rooms.

## **Institutional Opportunity**

### **Institutional Opportunities:**

- Jawahar Knowledge Centre/Placement Cell gives training on Communication & Soft Skills, Analytical Skills, and Computer Skills and also conducts Job drives for placements in companies on/off campus.
- Growing Autonomy in Academic, Administrative and Financial matters allows a free hand to develop need-based policies, procedures and organization structure.
- During 2017-18 alone, the college has received funds to a tune of Rs. 2 Crores from RUSA. Among this Rs.70 lakhs utilized for new building construction, Rs. 70 lakhs utilized for renovation of old building and Rs. 60 lakhs utilized for equipment- 20 KV Solar panel, 13 Biometric devices, 2 Virtual class rooms, 3 Digital class rooms, APSFL FiberNet etc.
- The Campus provides an opportunity for holistic development of women students to face future challenges in life.
- ICT facility in the teaching and learning and library.
- Planning for more On-Job training programmes for students for better employability opportunities.
- To organise more number of FDPs /STTPS/ National Level /International Level conferences.
- To arrange specialized Training programs by the faculty.
- Teachers develop e-content for the benefit of students.
- Collaboration with Educational, Government and non Government agencies for enriched academic experience.
- Providing students to become global players

## **Institutional Challenge**

### **Institutional Challenges:**

- Apart from clear objectives and effective curriculum to meet the regional and national requirements, the college needs more MoUs with institutions, universities and industries of international repute to share global knowledge, skills, research and expertise through student exchange programs.
- Establishing fully automated Library.
- To inspire faculty towards research by getting research grants and applying for copyrights and patents.
- Industry linkage and consultancy need to be strengthened.
- Promoting creative and innovative spirit among students for research.
- Early marriages even before completing graduation.
- Improving the employability of the students in the current scenario of the rapidly changing technology and industrial requirements.
- Encouraging students for competitive examinations and higher studies.
- Networking and strengthening relationship with stakeholders.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

#### **1. Curricular Aspects:**

##### **Curriculum Design and Development**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has constantly involved in Curriculum Design and Development and redesigning the curriculum at-least 20% which suits the needs of present global scenario, based on the feedback from stakeholders. It takes a team of exceptional faculty members in redesigning the curriculum which is presented in the Board of Studies (BOS) for scrutiny and approval before the Academic Council (AC). The curriculum development process is flexible, dynamic and tailored to meet the needs of the discipline and at the same time aligned to local, national and global standards. Curriculum development ensures a perfect match between the POs, PSOs and COs to equip students with knowledge and skills required to meet the emerging local, national and global trends.

##### **Academic Flexibility**

Choice Based Credit System is adopted since 2015 to enhance academic flexibility with a wide range of electives courses and an up-to-date curriculum with 464 courses in all the programmes 16 UG and 2 PG the last five years. BA TTM (History, Special English, Tourism and Travel Management) a new programme was introduced in 2017-18 to meet the demand. BA HUP Urdu Medium (History, Advanced Urdu, Political Science) a new programme was introduced in 2020-21 to meet the demand of the Urdu Medium students. All the 464 courses and 18 programmes are focussing on employability, entrepreneurship and skill development.

##### **Curriculum Enrichment**

The college offers certificate courses with the duration of not less than 30 hours apart from the curriculum to enrich the knowledge levels of the students and skills which are highly beneficial to the students in current scenario to get good placements in industries. The curriculum of the College aims at the holistic development of students. The institution has offered 54 Value-Added Courses in last 5 years to augment the curriculum and promote Inter-disciplinary learning culture.

##### **Feedback System**

The institution has structured feedback system and collects the feedback from its stakeholders-teachers, Parents, Alumni, Students, Employers etc., collected feedback is analysed, identified gaps and bridging the gaps by initiating the measures in refining the curriculum and CO-PO attainment.

##### **Teaching-learning and Evaluation**

#### **2. Teaching-Learning and Evaluation**

##### **Student Enrolment and Profile**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has currently enrolled 1806 students in all the

three years. The academic year of the college begins with online admissions of the first-year students through web counselling as per the Government guidelines. The average enrolment percentage of the students for the last five years is 87%.

### **Catering to Student Diversity**

The student's profile reveals diverse geographic, socio-economic, cultural and educational backgrounds. Students' performance is assessed by the mentors on continuous basis through their internal marks and necessary corrective measures are planned for slow learners and advanced learners. Students are enrolled in the certificate courses offered by the departments. Students are enrolled in Community Survey Projects to sensitize them to the living conditions of the people around them.

### **Teaching - Learning Process**

The institution maintains a healthy student-teacher ratio of 36: 1. Faculty teaches the classes through ICT to enable the students to understand the topics & remember them easily. Faculty are periodically trained in ICT applications and they are encouraged to develop LMS Quadrants & podcast lessons.

### **Teacher Profile and Quality**

The College has 23 Ph.s, 9 M.Phils and 27 teachers qualified in NET/SET/SLET. 5 teachers are pursuing Ph.Ds. Faculty are deputed to orientation and refresher courses besides doctoral research and guide ship to improve their profile.

### **Evaluation Process and Reforms**

Average number of days from the date of last semester-end examination till the declaration of results during the last five years is 24 days. The examination procedure consists of both Continuous Internal Assessment has 25 marks and Semester end examinations has 75 marks. The dedicated teaching fraternity has resulted in 97.30% pass percentage.

### **Student Performance and Learning Outcomes**

The structured POs, PSOs and COs of all Programmes are listed in the Table of contents. The consistent pass percentage of 92% shows the successful attainment of the graduate attributes and learning outcomes.

### **Student Satisfaction Survey**

College IQAC cell every year conducts online/offline Students Satisfaction Survey on teaching-learning process and received feedback from 533 students with positive responses on all parameters.

### **Research, Innovations and Extension**

#### **3. Research, Innovations and Extension**

##### **Promotion of Research and Facilities**

Research, Innovations and Extension is an important area in the combined activity of the college. The institution through its collaborations with Research Institutes, acquisition of learning resources, up gradation of the central and other Libraries acts as an incubation centre nursing the talents of students and guiding them towards viable careers.

### **Resource Mobilization for Research**

Research promotion Committee is constituted in the college with the well experienced teaching faculty. To create research atmosphere among faculty, the college subscribes N-LIST for granting access to online magazines and journals.

### **Innovation Ecosystem**

The College has created an ecosystem for Innovation and Incubation for the creation and transfer of knowledge. The institution conducts workshop/seminars on Intellectual Property Rights (IPR), Research methodology, Skill Development courses and Entrepreneurship.

### **Research Publications and Awards**

01 major and 02 minor projects are completed. Research papers per teachers in Journals notified on UGC website. More than 20 papers have been published by the faculty of the college in peer reviewed journals from the past five years. Most of the faculty have high cited, h- index and i10 publications. Dr Sachi Devi was awarded with NESAWomen in Excellence Award 2022. Dr.B.Sudhakar Reddy, Reader in Physics was awarded with NESAYoung scientist award in 2021 for their paper presentations & publications in research conferences at various levels.

### **Extension Activities**

NCC and 2 NSS units have conducted 21 extension programmes on an average in 5 year period in collaboration with Yogi Vemana University, Kadapa, Andhra Pradesh. Students were encouraged to involve in community services such as blood donation camps, Vanam-Manam programs and Swatch Bharath, Clean and green, Plantation of Trees etc, in the college premises and also in villages with more than 200 volunteers and two teachers. NSS Units conducts regular activities and special camp in adopted village. Dr. G. Vijaya Lakshmi Devi, Lecturer in Economics received State level & District level Best NSS Programme Officer award 2021-22.

### **Collaboration**

Several Collaborations and MoUs are developed with industries, training institutions and research institutions for purposes of research collaboration and training students in the college.

### **Infrastructure and Learning Resources**

#### **4. Infrastructure and Learning Resources:**

##### **Physical Facilities**

SKR & SKR GOVT. College for women, Kadapa (Autonomous) is situated in the heart of the town with 3.28

acres of land. The institution has 35 class rooms, 2 virtual class rooms, 3 digital class rooms and 8 class rooms with LCD facilities, Auditorium with 400 seating capacity, English language lab, 16 fully equipped laboratories, and 64 Solar Energy panels to produce 20 K.V. are provided to contribute to the effective ambience. Public Addressing System, CCTV cameras, RO Water plant are available with 2000lts capacity. In addition to classrooms the college accommodates the principal's chamber, Administrative Office, Record room, staff rooms, and IQAC room with computers, Examination cell, NCC, NSS Rooms and Physical Education room. In the Academic Year 2021 – 22 Zoology Lab is upgraded with necessary lab equipment in order to provide lab facility for M.Sc. students. Ramps are provided for the convenience of physically handicapped persons.

### **Library as a Learning Resource**

The college has spacious library with dimensions of 79X44 ft. and Learning Resources of 24770 volumes of books. It also has a browsing centre. The college is providing UGC INFLIBNET facility to staff and students by individual login / passwords. The institute has been providing a separate book bank for SC/ST students. & more than 70 subjects across all disciplines of social sciences, arts and humanities. Besides these resources, books and reference material on competitive journals, such as PG, NET, APPSC and UPSC is available in the library. At present Library is partially automated with SOUL software.

### **IT Infrastructure**

Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated 10% budget for updating its IT facilities. College has 3 computer labs with 112 computers and CSkill Development Centre with 30 Laptops and 30 tabs. 12 Bio- Metric devices have been installed in the institution for recording staff and student's daily attendance. College is well equipped with 142 computers.

### **Maintenance of Campus Infrastructure**

Effective measures are initiated for regular maintenance of the infrastructure in the campus and to promote the optimum usage of the resources.

### **Student Support and Progression**

#### **5. Student Support and Progression:**

#### **Student Support**

The College is having information about different committees includes scholarship and free ship support system, capacity enhancement skills, career counselling, anti ragging and grievances and redressal committees, 2 NSS units and NCC, library facilities, sports and cultural activities, student centric academic and administrative activities, alumni activities etc.

From the State Govt. and Central Govt. sponsored scholarship schemes such as Jagananna Vidya Deevena (JVD), Jagananna Vasathi Deevena (JVV) and National Scholarship Portal (NSP), minority students benefited every year. In 5 year on an average 1500 students benefited with Rs.1, 04,80,000.

The College has well established career counselling, capacity enhancement and placement cells, for guiding

students towards a better career and providing job opportunities through on and off campus drives with the support of prospective employers visiting this institution for placement of students in different service sectors under the project “Jawahar Knowledge Centre (JKC) and Andhra Pradesh State Skill Development Corporation (APSSDC)”. For the support and care of female students the college has a well-developed women Empowerment cell (WEC).

### **Student Progression**

For the previous academic year 2020-21, 118 students joined in other Universities and Institutions for higher studies. Over the last five years 126 students got placements in reputed multinational companies, Tata Consultancy Services (TCS), Infosys, Wipro, HCL, Brilliant Insurance Broking Ltd., Kotak Mahindra Pvt Ltd, Maxwell Health Care Services, Young India Pvt Ltd, ICICI Bank etc.

### **Student Participation and Activities**

In many College Committees student representatives are nominated as a part of democracy and participative management such as IQAC, AISHE and NIRF, Magazine Committee, Student Union Welfare Committee, Sports Committee, Cultural Committee, Grievance and Redressal Committee and Library Committee etc.

The Institute also provides sports & games facilities and materials for the students participating in various games and cultural activities. Institution also ensures participation of students in various intra and inter-institutional extra-curricular activities.

### **Alumni Engagement**

The college has registered Alumni association which is the strong support to the institution in both academic and in needs of time. The Alumni conducts awareness programmes for the benefit of the students to enrich their knowledge.

## **Governance, Leadership and Management**

### **6. Governance, Leadership and Management:**

#### **Institutional Vision and Leadership**

College has a well-defined vision and mission statement which emphasizes for the empowerment of women by providing value and need based higher education .Under the able leadership of the principal by setting values through participative management in academics and administration, in creating policies and strategies is the key to success in achieving vision and mission and goals of the college.

#### **Strategy Development and Deployment**

Under the guidance of Governing Body the principal is vested powers to the concerned to decentralize the academic and administrative activities for effective Implementation. There are more than fifty (50) functional committees / cells are formed in which representatives of students are involved in decision making.

## **Faculty Empowerment Strategies**

In tune with the vision and mission, college strategic plan and deployment document is prepared for the academic years from 2017 to 2022 and implemented. Equipping the labs, catered 6 additional class rooms, ICT enabled Class rooms (3digital and 2virtual) LMS for teaching and learning purpose, 8 surveillance cams for safety and security, renewable energy usage system (20 KW Solar Energy).Hygiene and green campus, Anti ragging, Grievance and redressal mechanism and women empowerment cells are established.

## **Financial Management and Resource Mobilization**

All the sanctioned posts are filled by the APCCE as and when the vacancy arises. But for certain self-financed programs faculty will be engaged by the college as per the guidelines. In the last 5 years 26 professional development and administrative training programs were organized by the college. Staff attended in 86 FDPS/RC/OCs/ short-term courses.

## **Internal Quality Assurance System (IQAS)**

To promote quality culture in college, the IQAC aimed at continuous improvement of quality and achieving academic excellence. Regular submission of AQARs, NIRF, conduction professional development and administrative training program for staff empowerment, API, ASAR, AAA, student satisfaction survey, analysis and preparation of Action Taken Report. Organization of seminars, conferences /workshops conducted on quality aspects to promote measures for college functioning towards quality enhancement.

## **Institutional Values and Best Practices**

### **7. Institutional Values and Best Practices:**

#### **Institutional Values and Social Responsibilities**

SKR & SKR Govt. College for women, Kadapa (Autonomous) college focuses on learner autonomy and self-sustainability. The Institutional values and Best Practices have been developed into recognizable attributes. The college also believes that education will allow the students to bloom, blossom, giving them right platform where they will work towards becoming an eminent and skilful persons to develop sustainability in the competitive society.

Rain Water Harvesting is done by collecting the rain water from the top of the building and driving into the well to improve the ground water table. The approach of institution towards a greener, eco-friendly campus. The staff and the students involve themselves to address the waste management issues through recycling and re use. Along with curricular inputs the college involves them in different community based activities to bring them closer to life and to teach them responsibility and human values through practical learning.

#### **Best Practices**

This college has been implementing effective best practices to encourage the students and to extend their knowledge at both Institutional as well as field level. 'Best practises' includes anything that have contributed towards the institutional objectives and quality improvement such as "Mentor And Mentee System", "Skill Will Club", "Field Trips" and "Guest Lectures".

## **Institutional Distinctiveness**

The Institution has distinctiveness in overall development of the student and has facilities for alternate sources of energy and energy conservation 64 Solar Panels(20kv), LED bulbs. Counselling is offered through Mentoring System, through Career Guidance Cell and Women. JKC imparts training in English language proficiency, Analytical skills, General Awareness, Communication Skills. The Institution has disabled-friendly and barrier-free environment like Ramps/lifts for easy access to classrooms and centres. Gender sensitization programmes for creating awareness about educating a girl child, and women development, through Women Empowerment Cell.

The institution celebrates national festivals and Birth & Death anniversaries of great Indian personalities. The college conducts awareness programmes on the use of eco-friendly Ganesh on the eve of Vinayaka Chavithi every year. Implementing Swachh Bharat, Jeevan Koushal, awareness programmes and celebrating national importance days creates sense of responsibility.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SKR SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA
Address	SKR SKR Govt. College for Women, Kadapa Autonomous Nagarajupeta, YSR Kadapa District.
City	KADAPA
State	Andhra Pradesh
Pin	516001
Website	<a href="http://skrgdcwakdp.edu.in">skrgdcwakdp.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	P. Subba Lakshumma	08562-241326	9490519982	08562-241326	kadapaw.jkc@gmail.com
IQAC / CIQA coordinator	P. Gurivi Reddy	08562-240158	9951461047	08562-240158	iqac.nirf.gdcw.kdp@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of	01-01-1973

'Autonomy'				
Date of grant of 'Autonomy' to the College by UGC		24-11-2016		
<b>University to which the college is affiliated</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Andhra Pradesh	Yogi Vemana University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	02-07-2013	<a href="#">View Document</a>		
12B of UGC	02-07-2013	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	SKR SKR Govt. College for Women, Kadapa Autonomous Nagarajupeta, YSR Kadapa District.	Urban	3.28	10825.34

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,History	36	Intermediate or Equivalent	English	60	45
UG	BA,Economics	36	Intermediate or Equivalent	English	60	25
UG	BA,Political Science	36	Intermediate or Equivalent	English	40	20
UG	BCom,Commerce	36	Intermediate or Equivalent	English	100	100
UG	BCom,Commerce	36	Intermediate or Equivalent	English	60	57
UG	BSc,Botany	36	Intermediate or Equivalent	English	60	57
UG	BSc,Biotechnology	36	Intermediate or Equivalent	English	60	50
UG	BSc,Microbiology	36	Intermediate or Equivalent	English	60	26
UG	BSc,Horticulture	36	Intermediate or Equivalent	English	30	29
UG	BSc,Mathematics	36	Intermediate or Equivalent	English	40	0
UG	BSc,Statistics	36	Intermediate or Equivalent	English	60	30

UG	BSc,Physics	36	Intermediate or Equivalent	English	60	58
UG	BSc,Electronics	36	Intermediate or Equivalent	English	60	0
UG	BA,Tourism And Travel Management	36	Intermediate or Equivalent	English	30	7
UG	BA,Advanced Urdu	36	Intermediate or Equivalent	English	30	0
PG	MA,English	24	Degree or Equivalent	English	40	0
PG	MSc,Zoology	24	Degree or Equivalent	English	30	8

**Position Details of Faculty & Staff in the College**

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	6				3				50			
Recruited	5	1	0	6	2	1	0	3	13	37	0	50
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				27
Recruited	10	17	0	27
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	8	8	0	0	0	0	4	1	0	21
M.Phil.	0	0	0	2	1	0	0	0	0	3
PG	4	6	0	0	0	0	10	15	0	35
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1	6	0	7	

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	2069	0	0	0	2069
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	30	0	0	0	30
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	127	133	126	126
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	20	16	15	10
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	246	262	243	243
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	350	315	419	312
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	2	1	0
Total		743	728	804	691

## **2.3 EVALUATIVE REPORT OF THE DEPARTMENTS**

Department Name	Upload Report
Advanced Urdu	<a href="#">View Document</a>
Biotechnology	<a href="#">View Document</a>
Botany	<a href="#">View Document</a>
Commerce	<a href="#">View Document</a>
Economics	<a href="#">View Document</a>
Electronics	<a href="#">View Document</a>
English	<a href="#">View Document</a>
History	<a href="#">View Document</a>
Horticulture	<a href="#">View Document</a>
Mathematics	<a href="#">View Document</a>
Microbiology	<a href="#">View Document</a>
Physics	<a href="#">View Document</a>
Political Science	<a href="#">View Document</a>
Statistics	<a href="#">View Document</a>
Tourism And Travel Management	<a href="#">View Document</a>
Zoology	<a href="#">View Document</a>

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>Multidisciplinary/interdisciplinary: Vision: To impart high quality holistic multidisciplinary learning education to learners with skills for overall personality development of students. SKR &amp; SKR GOVT. College for Women, Kadapa (Autonomous) has promised to offer multidisciplinary and holistic learning to the students with the combinations of languages, humanities, social sciences, Life sciences, professional skills, soft skills, ethics, morality, human values etc. in combination according to the needs and interests of the students with the aim to develop integrated competencies -intellectual, aesthetic, social, physical, emotional, and moral. The student can choose an appropriate career option. The institution is offering the following holistic multidisciplinary learning education programmes. 15</p>
---	--

Programmes offering in the college. BA HEP, BA CA, BA TTM, BA CA UM, BA HUP UM, BCOM GENERAL, BCOM CA, BSc BZC, BSc BTZC, BSc BMC, BSc BCH, BSc MPCs, BSc MPC, BSc MSCs, BSc MECs. The institution offers flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education. As per the proceedings of Honourable Commissioner of Collegiate Education SKR & SKR GOVT. College for Women, Kadapa (Autonomous) implemented Community Service Projects to all the first year students. Each faculty is allotted with 15-20 students and conducted orientation and training to all the students. Maintaining Log book 20 marks, Survey 30 marks, Report 25 marks, Presentation 25 marks, total 100 marks. 47 topics selected CSPs by the faculty assigned to the students. All the students have done survey, analysed, preparation of power point presentation, Internal Viva-Voce and submitted project reports to the mentor. 4 credits to the community service projects. The institution offers generic course in Environmental education to all the students with an objective to create awareness among the students, to inculcate skills and a sense of responsibility towards environment protection. Learning outcomes: On completion of this course the students will be able to 1. Understand the ecosystem, environment, healthy biodiversity, 2. Prevent pollution and realize citizen's role in protecting environment. The college offers course in Human values & Professional ethics to all the students to develop human values like honesty, loyalty, love, peace, sympathy, truth etc., and professional ethics to ensure their dignity and integrity. Students can choose their courses and academic pathways for award of certificate, diploma, and bachelor's degree and Multidisciplinary bachelor's degree with the support of Academic bank of Credit (ABC) and Multiple Entry/Exit system to reduce the dropout rate and to increase Gross Enrolment Ratio (GER). Undergraduate certificate will be issued after the first year of graduation Undergraduate diploma will be issued after two years of graduation. Bachelor's Degree will be issued after three years of graduation. Multidisciplinary Bachelor's Degree will be issued

	<p>after four years of graduation Master's Degree One/Two years after Three/four year's Bachelor's Degree respectively. Doctoral Degree will be issued after Master's Degree. Multidisciplinary research is carried in the institution by departments with different disciplines to impart knowledge of multi-disciplines and methods to solve problems.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>Academic Bank of Credits (ABC) Credit Allocation-Accumulation-Awarding Academic Bank of Credits (ABC) for programme design, delivery and monitoring. The use of ABC credits improves transparency and helps to introduce a more flexible approach to curriculum design and development. The institutional credit framework is aimed at to cater the needs of different programmes and support inter and multi-disciplinary approaches. SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous) has taken initiatives to fulfil the requirement of Academic bank of credits as proposed in NEP 2020. The institution has been registered in under ABC DigiLocker NAD. (<a href="http://www.abc.gov.in">www.abc.gov.in</a>) and follows guidelines issued by the University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021. Multiple Entry and Exit System (MEES) is the corner stone of the new National Education Policy in higher education. SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous) agrees to provide Award templates, data masters, student identity details, Aadhaar of the student, confirm the master data, CSV format, Award Images etc. to DigiLocker NAD. Functions of Academic Bank of Credit (ABC): The Academic Bank will be accountable for opening, closing, and validating the academic accounts of students. • It will carry out tasks such as credit accumulation, credit verification, and credit transfer/redemption of students. • The courses include online and distance mode courses offered by the government and institutes. NPTEL, SWAYAM, V-LAB etc. • Validity of these academic credits earned by students will be up to seven years. Students will have to rejoin within seven years. The inter-disciplinary &amp; multi-disciplinary approach is the need of the hour. With Academic Credit Bank, institution is able to help students to learn subjects of their choice and become "skill-oriented" graduates. Academic awards include</p> <ol style="list-style-type: none"> <li>1. Any certificate or degree or diploma including</li> </ol>

	<p>related mark-sheets, transcripts or evaluation reports or provisional certificates, as the case may be, granted by an Academic Institution; this will also include certificate, degree, diploma for skill development; 2. All certifications by National Skill Qualification Framework (NSQF) aligned bodies. This would include all training courses/short term and long term certificate courses/any other courses as offered by institutions approved by the Ministry of Skill Development &amp; Entrepreneurship (MSDE) for participating in NAD; 3. Marksheets, certificates issued by the boards; 4. Certificates issued by eligibility test conducting bodies. Once the CSV is uploaded, the basic structure of the CSV gets verified and once it is found in order, Authorized person/user is taken to the page where few records from the uploaded CSV are randomly picked and displayed for verification. Once user verifies all the records, user can proceed to the next screen. In case uploaded records differ from the CSV uploaded, user should not proceed further and write an email to the support with the issue. Students can gain the credits by learning quality Massive Open Online Courses (MOOC) from UGC approved digital platforms such as Study Webs of Active Learning for Young Aspiring Minds (SWAYAM). This national-level credit account will facilitate the digital storage of earned credits.</p>
3. Skill development:	<p>Skill development: SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous) encourages use of innovative practices in teaching learning process to enhance the skill efficiency of the youth students. A big skill gap is noticeable between the industrial demands and students graduating from colleges and dire need to bridge skill gap to empower youth. Industries also to work with HEIs for creating tailored programmes that serve their needs. Partnerships with the industry provide hands-on experience and help create a robust talent pipeline. Students pursue two months Internships in 4th Semester and six months Internships in 5th or 6th Semester with local industry, businesses, artists, crafts etc under the guidance of faculty- mentors and gaining practical knowledge employability skills. Preparing professionals in cutting-edge areas that are fast gaining prominence, such as Artificial Intelligence (AI), 3-D machining, big data analysis,</p>

and machine learning, in addition to genomic studies, biotechnology, nanotechnology, neuroscience, with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability skills. Apprenticeship training is one of the most efficient ways to develop skilled manpower for industry. Apprenticeship Training consists of basic training and on-the-job training/practical training at workplace in the industry. Candidates after undergoing apprenticeship training can easily adapt to industrial environment at the time of regular employment. Students and faculty members of the institute have done many online courses and got certificates to improve their skills. The NEP has its vision to empower the youth through vocational, employable and entrepreneurial skills provided to them at different stages of training and education and the Indian youth will not be a job-seeker but a potential job-provider restructuring the educational ecosystem with the aim of meeting the rapidly changing needs of the employers. The college offers course in Human Values and Professional Ethics to provide value-based education to inculcate positivity amongst all the learners that include the development of humanistic, ethical, constitutional, and universal human values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and also life-skills etc. SKR & SKR Govt. College for Women, Kadapa (Autonomous) has made an MoU with NIHAR SKILL EDUCATION, KADAPA to support Internships/Apprenticeship and providing Skill Development training, enhancing Student Projects and providing placement support to the students. Conducting awareness among the students, Extension Lectures, Career Guidance programmes on Skill based education. The institution motivated all the faculty to act as Mentors and to take up Community Service Projects to the students after completing II semester examinations. After the completion of IV semester all the students registered for Internships and mapped with the local industries. They are pursuing 8 weeks internship programmes with various industries and learning: • Knowledge • Understanding • Applicability • Creativity • Innovative thinking • Problem solving • Communication skills • Computer skills •

	<p>Presentation skills • Employability skills • Team work • Cooperation and coordination etc. The college is preparing the students ready to industry connect by involving them in Community Service Projects and Internships/on the Job Training/Apprenticeship with various industries.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) “Asatoma Sad-Gamaya Tamaso Maa Jyotir-Gamaya Mrytyor-Maa Amritam Gamaya Om Shaantih Shaantih Shaantih” SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous) is promoting Indian vedic culture through the above Sloka. The College motto is “Tamaso Maa Jyotir-Gamaya” which means every teacher as a Guru is committed to transform knowledge in the form of light and throw away the darkness that means inculcating good culture, traditions, values, zeal to learn, patience, perservance, skills, societal usefulness, sustainability etc. Indian Knowledge system promotes interdisciplinary research on all aspects of IKS, preserve and disseminate IKS for further research and societal applications. The Magazine committee of the college prepares Magazine by collecting articles, poems, folk songs, Literature, Culture, Science and Technology, ethics, Arts in Indian languages, preserves in the form of digital content and made available in college website. To promote traditional culture among the students college celebrates Language Day - International Mother Language day, Hindi Diwas, English Language Day, Vemana Literature, Telugu Bhasha dinotsavam, International Youth Day, International Yoga day celebrations, World Tourism day celebrations, Cultural competitions, Fine arts, Sankranthi celebrations, promotion of eco-friendly ganesha idols etc. The Parent and affiliating University Yogi Vemana University also sets the motto as “Tannu Taanerigina Taanepo Brahmambu”. The arts form a major medium for imparting culture. The arts - besides strengthening cultural identity, awareness, and uplifting societies - are well known to enhance cognitive and creative abilities in individuals and increase individual happiness. Faculty members explain languages in Telugu, Hindi, Urdu and the institute organizes various orientation activities for all the students and</p>

	<p>give impetus to the students to take active part in a variety of cultural and scientific programmes. The goal of the institute is to make good citizens by imparting state-of-the-art technological education to the student. Some courses are taught in Telugu Medium, Urdu Medium and English Medium BZC TM, BA TM, BA UM. The college conducted Yoga training programme to the staff and students for their well-being by inviting yoga masters.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Focus on Outcome based education (OBE): SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous), has adopted Outcome Based Education (OBE), the student centric teaching and learning methodology and all programs and courses are designed and revised by the Board of Studies and Academic Council, consisting of various stakeholders, in line with objectives and outcomes as felt necessary. Outcome Based Education is the key to identify the gaps in Teaching-Learning-Evaluation Targets with predefined Programme Outcomes, Programme Specific Outcomes and Course Outcomes by computing CO PO Attainment and helpful in bridging gaps by practicing remedial measures. It focuses on measuring student performance i.e. outcomes at different levels. The institution implements Blooms Taxonomy in achieving excellence in teaching and imparting qualities, knowledge, skills, analysing ability and creativity to the learner. The structured POs, PSOs and COs of all Programmes are listed in the Table of contents. Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students in the following means: • Uploading in college website <a href="https://skrgdcwakdp.edu.in/">https://skrgdcwakdp.edu.in/</a> and giving access to teachers and students. • Displaying in college notice board, department notice boards and student corner. • Making available in digital handbook. • Copies are made available in Library. • Soft and Hard Copies are available at departments. The Program outcomes, program specific outcomes and course outcomes are apprised in Board of Studies, Academic Council and Governing Body meetings. Various Experiential Learning practices include Practicals, Internships, Field Projects, Industry Visits etc. Participative Learning practices - Classroom Interaction manifests</p>

	<p>on changing instructional role towards more support and negotiation over content and methods and focuses developing and supporting students' critical thinking. Peer Learning during project work students' collaborate among themselves and share their knowledge and skill. Conferences/ Seminars/ Webinars encourage students to participate and interact with resource persons and peers. Use of Technology Stack like Google Classroom is being used as a LMS so that students and teachers can always stay connected and participate in academic discussions. The Institute fosters creativity, critical thinking and problem solving abilities by Project-based Learning, Assignments, containing application oriented real life problems.</p>
<p>6. Distance education/online education:</p>	<p>Distance education/online education: SKR &amp; SKR Govt. College for Women, Kadapa (Autonomous) is promoting the usage of ICT enabled tools in the teaching learning process, as suggested in NEP as well. As a result, most of the classrooms are ICT enabled tools. All the computer laboratories are equipped with 1:07 computer-student ratio while working, with computers having state-of-the-art configuration and LAN connectivity. While conducting a class, faculty members switch between projections and chalk-and-talk, as and when necessary. An adequate number of computers with internet connectivity is available at the Central Library as well where students can access digital contents, e.g., Journals, NPTEL Courses, E-Books, Question Papers of previous years etc. During the pandemic from March, 2020, in order to minimize the academic loss of the students, faculty members adopted 'Education in Emergency' and started conducting online classes. Both students and faculty members have responded promptly in getting accustomed with the transition of andragogy from traditional face-to-face teaching-learning process to online teaching-learning process. Faculty members used online platforms, attending webinars and discussing among peer groups. Google Meet and Google Classroom is being used by all the faculty members as LMS and to apply the flipped classroom strategy. Faculty members are uploading various learning resources such as articles, pre-recorded videos, YouTube links, assignments etc. on the respective Google Classroom on a regular basis and</p>

students are also responding to those very well. Various online tools are also being used by the faculty members to make online classes more engaging. Once thought impossible to conduct virtually for some cases, all the laboratory classes are also being conducted online. Faculty have prepared videos, having proper resolution and acoustics, of the experiments that have been done by the faculty members in laboratories. Video-Links are provided to the students so that they can complete the laboratory assignments comfortably. The Institute has adopted Choice Based Credit System (CBCS) in all the undergraduate programs and encourages students to enrol in courses from MOOCs platforms. The Institute is also registered as a SWAYAM-NPTEL. During the last couple of years, students of the Institute have enrolled in more than 4000 various online courses, internships and training programmes offered by the leading universities, institutes and organizations. Student centric teaching methods, such as experiential learning, participative learning, Project based learning and problem solving methodologies are used for enhancing learning experiences. All the faculty taught online classes through G suite platform, recorded the lessons and uploaded the Online classes in BharatPadhe Online and made available in the college website. 7569 online classes are uploaded in Apcce website. Some of the faculty are trained as Master Trainers in Life Skill Courses and Skill Development Courses and all the faculty are selected as content generators and some of the faculty are acting as subject expert in all the subjects. The college offers Distance education BA (HEP), BA (His, Eco, Public Admi), B.Com., and B.Sc (MPC), B.Sc (BZC) through Dr. B.R. Ambedkar Study centre 154. 250 students are enrolled and pursuing degree in Distance mode

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?

Empowered (Prospective) Voter The Electoral Literacy club was officially launched on National Voters Day 2018 in the presence of President of India. ELCs are informal learning groups set up across the country as direct interventions of ECI for

promoting electoral literacy among citizens of all ages by engaging them in interesting and experiential hands on learning activities in their local languages in a strictly apolitical, non-partisan and neutral manner. To successfully roll out this tremendous project, fine attention has been given to its implementation at ground level. SKR & SKR GOVT. College for Women, Kadapa (Autonomous) has established Electoral Literacy Club during the year 2018 in National Voters Day with the following office bearers of club: President - Dr. P. Subba Lakshumma, Principal. Vice President - Dr. P. Gurivi Reddy, Reader in Mathematics Secretary - Dr. P. V. Subba Reddy, Contract Lecturer in Political Science Nodal Officer - M. Veera Bhadrachari, Lecturer in Political Science India targeting the new voters, (in the age group of 18-21 years old) pursuing their graduation. The club will have all the students from all semesters as its members. Through ELC, Election Commission of India, aims at strengthening the culture of electoral participation among young and future voters.

Objectives of ELC: 1. To educate the targeted populations about voter registration, electoral process and related matters through hands on experience; 2. To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs; 3. To help the target audience understand the value of their vote and exercise their right to franchise in a confident, comfortable and ethical manner; 4. To harness the potential of ELC members for carrying the electoral literacy in communities; 5. To facilitate voter registration for its eligible members who are not yet registered; Resource Guide Electoral Literacy Club | 5 No Voter to be Left Behind Every Vote Counts 6. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every vote counts' and 'No Voter to be Left Behind'. An Electoral Literacy Club is a platform to engage College students through interesting activities and hands-on experience to sensitize them on their electoral rights and familiarize them with the electoral process of registration and voting. 7. To facilitate voter registration for its members as they attain the age of 18 8. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every vote counts' and 'No Voter

	<p>to be Left Behind'. ELC shall be for each Class and Section.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The Electoral Literacy Club Constituted With the following Faculty members and students. Faculty Coordinator - Sri M.VEERABHADRAIAH Student Coordinator - N.Vasantha III BA HEP (EM) Faculty Members - BA HEP - Dr P.V.Subba Reddy, Political Science BA HECA - Dr.M.Gurumohan Reddy, Economics BA HUCA - Dr Shazeeya Begum, Urdu BCom V. Sreeramula Reddy, Commerce BSc BZC - Y.Nagarathamma, Botony BSc MPC - Dr M.V. Ramanaiah , Physics BSc MPCS - Dr B.Swaroopaa, Maths BSc MSCS - N. Raghavendra, Statistics Student Members: All students of BA, BCom and BSc who crossed 18 Years of Age. Members: The club will have students as its members. One can become a member by registering herself at the beginning of the academic year. After registration, one is recognized as a member till the completion of her graduation programme. Nodal Officer/Mentor: Two teachers from the Political Science Department of the college are acting as the Nodal Officers/Mentors for the ELC and they have election duty experience for Promoting of voting.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>SKR &amp; SKR GOVT. College for Women, Kadapa (Autonomous) has conducted innovative programmes and initiatives under taken by the ELCs mentioned below: Third Genders Under Commission directions, transgenders have the option of registering under 'others'. Special campaigns were undertaken in Y.S.R. Kadapa District with significant population of the third gender to enrol them and promoted voting by them. Old and Senior Citizens Village awareness groups were formed to promote voting. ETPBS or Electronically Transmitted Postal Ballot System was introduced for the convenience of Service Voters stationed away from their place of residence. Voter awareness information was disseminated in internal newsletters, magazines, dedicated posters and brochures. Capacity building and an informative and motivational films were shown to promote electoral registration and voting. Migrant Voters Special camps for registration of Migrant Voters were held ahead of elections. To address the issue of migratory voters systematically, Nodal Officers were appointed and imparted training in various states. It was ensured that these Nodal Officers preferably be appointed</p>

	<p>from amongst the Labour Officers in the district. The migratory labourers, construction workers, agricultural labourers of tribal areas, etc. were then directly educated about election process, registration, etc., by taking the contractors into confidence. Special drives were taken up to enrol the homeless people and encouraged them to vote. Wall writings, video sharing, slide shows, and SMS were other methods to push further for registration. SVEEP programmes were conducted for registering people in the Electoral Rolls. Persons with Disabilities ELCs The ELCs have been envisioned as inclusive clubs that must make every attempt to ensure the participation of students with disabilities. To ensure this, every ELC shall follow the following guidelines:</p> <ol style="list-style-type: none"> <li>1. The Convener shall make efforts to promote inclusion and sensitize members about the same.</li> <li>2. It should be tried to ensure that the venue for ELC activity is easily accessible.</li> <li>3. If a student with hearing impairment is attending the meeting, a sign language interpreter should be made available for their convenience (the interpreter can be a companion that the student already has).</li> <li>4. Any activity conducted in the club should not leave behind students with disabilities. Single window camps for persons with disabilities were conducted in many areas to enrol them in Electoral Roll. Surveys were conducted through field level health functionaries to identify and enrol PwDs. Volunteers were provided at polling booth to assist disabilities. Measures were taken like sign, language, interpreter for the hearing impaired besides. To create motivate PwD electors and the family members. Household contact programmes also conducted. Rallies were also conducted with slogan shouting and created much awareness among the eligible public about the voter registration and voting.</li> </ol>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Conducted awareness programmes, Rallies and Mock Poling programmes for disables. Awareness of Challenging Votes were organized. Training was given to 45 Class representatives student members of the Club with regard to Electoral Verification Programme (EVP). These students conducted Electoral Verification Program and special summary revision of electoral rolls. The existing voters verified their voter card details. The Club organizes Voter Registration Drive every year 1200 students filled</p>

	<p>voter enrollment forms online and offline. In a bid to create awareness regarding the need to exercise one's right to vote, Slogan Writing Competition was held on the theme 'NOTHING LIKE VOTING, I VOTE FOR SURE'. 23 students from different streams participated in the competition. Meenakshi of Ist BA, K.Sravani of II nd BA, and G. Vani of IIIrd BA bagged first, second and third prizes respectively. Consolation prizes were given to B. Nagalakshmi of IInd BA , P.Haritha of IInd BA and G.Saleema of BA third year.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The college identified 530 students yet to be registered as Voters. Through our College Electoral Literacy club they are motivated and registered as Voters recently. Every three months there is a chance to register as voters those who have been completed 18 years of Age. Every week we are conducting Voters awareness programme for new Voters registration. Kadapa Tahasildar sri Siva Rami Reddy garu and their Staff conducted Voters awareness campaign to our students. Through this programme Form 6 &amp; 6B were distributed to the students and encourage them to maximum registration of Voters.</p>

## Extended Profile

---

### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

2021-22	2020-21	2019-20	2018-19	2017-18
20	18	16	16	16
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

##### Number of departments offering academic programmes

Response: 16

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2099	2034	2109	2040	1958
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

##### Number of outgoing / final year students year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
677	631	640	624	576
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1994	1987	2009	1926	1979
File Description			Document	
Institutional data in prescribed format			<a href="#">View Document</a>	

**2.4****Number of revaluation applications year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
253	15	39	36	30

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
464	405	371	367	358
File Description			Document	
Institutional data in prescribed format			<a href="#">View Document</a>	

**3.2****Number of full time teachers year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
59	58	58	57	49
File Description			Document	
Institutional data in prescribed format			<a href="#">View Document</a>	

**3.3**

**Number of sanctioned posts year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
86	85	85	84	76
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
743	728	1729	1292	1395
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.2****Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
445	471	453	453	453
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 35****4.4****Total number of computers in the campus for academic purpose****Response: 174**

**4.5****Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
26.39	138.66	198.6	42.34	56.09

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curriculum Design and Development

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

**Response:**

SKR & SKR Government College for Women, Kadapa (Autonomous) has been developing Curricula and implementing which has relevance to the local, national, regional and global developmental needs, reflected in Programme Outcomes, Programme Specific Outcomes, and Course Outcomes. The institution has been implementing structured feedback system of its stakeholders and collects feedback on curriculum. Based on the feedback, the curriculum is redesigned to suit the needs of students. The institution is offering 17 Programmes and the teachers transform the knowledge and skills with innovative teaching pedagogies. The new UG Programme BA (History, Advance Urdu, and Political Science) in Urdu Medium introduced during the year 2021-22 to meet the local needs. Keeping the needs in view from time to time the curriculum is revamped by BOS and the proceedings are approved in Academic Cell and Governing Body of the Autonomous institution to reflect the desired learning outcomes. The curriculum structure includes Life Skills Courses and Skill Development Courses to promote lifelong learning. The students have the option of choosing one among three courses.

Environmental consciousness is developed among the students by teaching Environmental Education. 4 weeks Community Service Projects in first year, 8 weeks Internships in second and 6 months Internships/Apprenticeship or on-the-job training programme is included in programmes as per NEP 2020 New Education Policy.

These needs were also taken into consideration when designing the college's P.Os, P.S.Os, and C.Os. The Curriculum developed and approved by Board of Studies, Academic Cell and Governing Body of the college. The syllabus is regularly revised to reflect the desired learning outcomes of the students.

PO1: Domain Expertise:

? Acquire comprehensive knowledge and skills and usage

PO2: Life-long Learning and Research:

? Learn “how to learn”- Self-motivated and self-directed learning.

? Be inquisitive and establish cause and effect relationships.

PO3: Modern equipment Usage

? Use ICT effectively.

? Access, retrieve and use authenticated information.

PO4: Computing Skills and Ethics

? Rationale thinking, Use technology,

PO5: Complex problem Investigation & Solving

? Predict, analyze problems with hypotheses, Investigate, Plan and execute.

PO6: Perform effectively as Individuals and in Teams

? Work efficiently, Cooperate, coordinate and perform effectively in diverse teams.

PO7: Efficient Communication & Life Skills

? Express thoughts in an effective manner

? Listen, understand and project views in a convincing manner.

? Develop skills to present significant information clearly and concisely to interested groups.

PO8: Environmental Sustainability

? Understand sensibly the Environmental challenges.

? Think critically on environment sustainability measures.

? Propagate and follow environment friendly practices. PO9: Societal contribution

? Render service for the general good of the society.

? Involve voluntarily in social development activities at Regional, National, global levels.

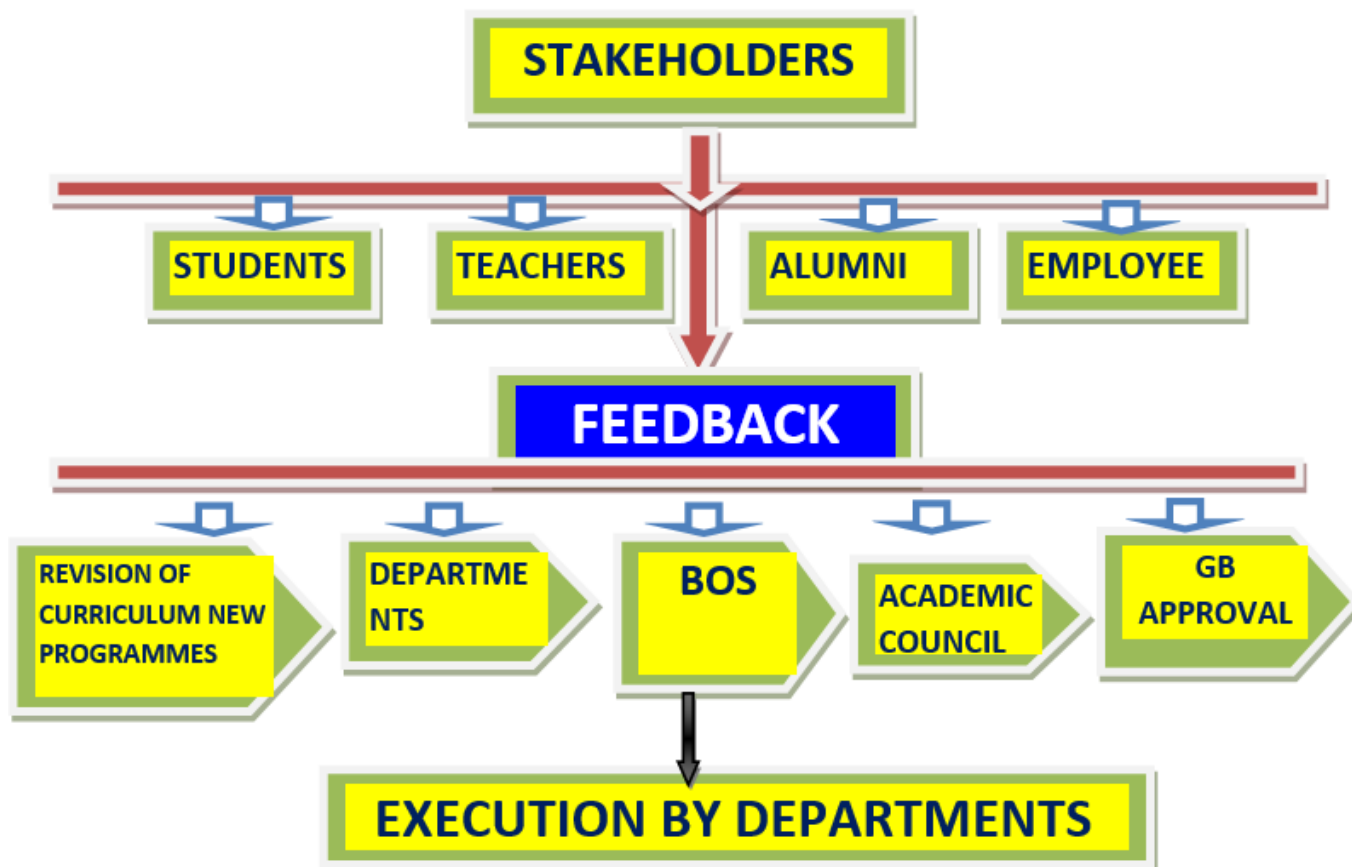
? Have own pride in volunteering to address societal issues vie: calamities, disasters, poverty, epidemics.

? Be a patriotic citizen to uphold the values of the nation PO10: Effective Project Management

? Goals achievement with strategic plan and execution by directing the teams.

? Be competent in identifying opportunities and develop strategies for contingencies.

# SKR & SKR Govt. College for Women, Kadapa (Autonomous) Curriculum Design & Development



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.**

**Response:** 95.35

**1.1.2.1 Number of all Programmes offered by the institution during the last five years.**

**Response:** 86

**1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the**

**last five years**

Response: 82

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years**

Response: 100

**1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..**

2021-22	2020-21	2019-20	2018-19	2017-18
464	405	371	367	358

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.2 Academic Flexibility****1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.**

**Response: 11.3**

1.2.1.1 How many new courses are introduced within the last five years

Response: 223

1.2.1.2 **Number of courses offered by the institution across all programmes during the last five years.**

Response: 1974

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course system has been implemented (Data for the latest completed academic year).**

Response: 100

1.2.2.1 **Number of Programmes in which CBCS / Elective course system implemented.**

Response: 20

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**1.3 Curriculum Enrichment**

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

**Response:**

The SKR & SKR Government College for Women, Kadapa (Autonomous) envisions the transformation of youth towards an enlightened society made possible through the conscious efforts of integrating cross

cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into curriculum. Curriculum design and development ensures incorporation of value-based education, gender sensitization, professional ethics, women empowerment and environment offered through courses. In UG Syllabus, Part I English and Part II Languages (Telugu, Hindi and Urdu) have Units specifically dedicated to promote Human Values, Gender Sensitisation and Environment studies.

**Human Values and Professional Ethics** which has a well-structured syllabus, is studied by all students as a foundation course for two credits.

**Environment and sustainability** are a part of the foundation course. Environmental Studies pursued in the first year. The students understand the importance to be given for keeping the globe green and hospitable. The college has prioritised environment and its sustainability in every activity possible. The curriculum has courses across all programmes with topics related to environment studies and mandatory audit courses on Environment Studies and Disaster Management. Environmental Biology and Biodiversity Conservation, Environmental Science, Medicinal and Environmental Chemistry, Environmental Economics, Non-Conventional Energy Sources are a few courses exclusively dealing with environmental studies.

**Gender equality:** Gender related issues are being addressed in the selection of topics for various courses in Languages and in History modules. Gender sensitisation is carried out in co-curricular activities like debates, elocution, poster presentations etc. Women Empowerment Cell takes up gender related problems and counselling activities. Women empowerment Cell, NSS, NCC Units, Entrepreneurship and Development Club, Energy and Environment Club, Organic Farming Club are platforms to integrate cross-cutting issues. Field visits by Botany, Chemistry, Horticulture, Biotechnology, Microbiology

Bio chemistry, Zoology Departments, and Eco Club make students aware about the various ecosystems, its conservation and sustainable development.

**Community Service Projects** made mandatory for all students also focuses on cross-cutting issues irrelevant subjects. Value education, Language courses offered as well as programmes and the activities conducted by college have emphasis on gender sensitisation, human values and help nurture

**Inclusion is addressed through** incorporating ideal topics in curriculum of suitable courses like languages, History and co-curricular activities to ensure equality and fraternity.

**ICT:** The most penetrating cross cutting issue of the time, is being tackled in a multi-tasked way. A foundation course spanning for two semesters will provide basics to all students. They are encouraged to integrate ICT with conventional learning through assignments, projects, seminars etc. Teachers use ICT as much as in pedagogy while virtual classrooms take care of the most modern methods. Digitalisation of library and availability of computer labs to students facilitate integration of ICT into curricular practices.

**National integration is integrated** into curriculum of domain specific courses of History, Urdu Literature, Telugu Literature, and English Literature are discussed at appropriate places in the domain subjects include extra-curricular activities like competitions, rallies, awareness programmes, etc.

**Renewable Energy Management** reduces the gap between technical aspects of renewable energy and the sustainable development without causing harmful repercussions.

File Description	Document
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.

**Response:** 57

#### 1.3.2.1 How many new value-added courses are added within the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
17	15	11	7	7

File Description	Document
List of value added courses (Data Template)	<a href="#">View Document</a>
Brochure or any other document relating to value added courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response:** 45.45

#### 1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
922	1403	1018	660	660

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

**Response:** 64.41

#### 1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 1352

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 1.4 Feedback System

### 1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni

**Response:** A. All 4 of the above

File Description	Document
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

### 1.4.2 The feedback system of the Institution comprises of the following :

**Response:** A. Feedback collected, analysed and action taken and report made available on website

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 87.74

##### 2.1.1.1 Number of students admitted year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
743	728	804	691	753

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
840	888	838	838	838

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 85.98

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
390	409	385	379	393

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

#### Assessment Method:

In SKR & SKR Govt. College for Women, Kadapa (Autonomous), every year immediately after the admissions the college Principal and Academic coordinator issues a circular allotting the students to the faculty mentors. The mentor not only takes the personal care of the students but also assesses the learning levels of each student based on their performance in the previous and current academic year. Students' performance is assessed on continuous basis through their internal marks and necessary corrective measures planned for slow learners and advanced learners. Students who secure below 50% in internal assessment are considered to be slow learners. Together with that, the faculty also use classroom interaction with students to assess their learning levels. Then they suggest appropriate remedial course of action for them. Parent Teacher meetings are conducted to exchange student related information with the parents and stake holders.

#### Special programs organized for Advanced Learners:

- Encouraged to give Seminars with PowerPoint presentations on important topics and to motivate the slow learners to revise the topic.
- Encouraged to participate and present papers in various International, National and State level Seminars and Workshops.
- Enrolled in the certificate courses offered by the departments.
- Assigned with Field Visit, Research Oriented Study Projects. After completion of the project they are guided to publish their work in ISBN or ISSN journals.
- Motivated to participate in NSS, NCC, State and National level camps for better exposure to improve their talent further.
- Offline and online coaching and study material is provided to write PGCET exams conducted by various universities and to secure ranks.
- Guidance is given for competitive examinations and Soft Skill development.
- Encouraged to participate and secure jobs in Job drives organized by the college and other colleges and universities.
- Motivated to participate in Mana TV Programs, district level, state level and National level academic, cultural and sports competitions.

- Enrolled in Community Service Projects to sensitize them to the living conditions of the people around them.
- Industry internship is provided to the students to expose students to real work environment and to gain knowledge through hands on observation and job execution.

### Special programs organized for Slow Learners:

The institution not only promotes advanced learners but also takes care of slow learners by the following measures.

- Bridge course is conducted in each subject at the beginning of the semester to bridge the gap between subjects studied at Pre-university level and subjects they would be studying in Graduation.
- Teaching not only in the English Medium but also in their mother tongue i.e. in Telugu so that they can easily grasp the topic.
- Online and offline study material is provided to enhance their learning capacity.
- Encouraged to give seminars and write assignments on the important topics.
- To strengthen their subject knowledge and to eliminate weaknesses they are provided with remedial coaching.
- Their knowledge is assessed through periodical slip tests on important topics.
- Our faculty teaches the classes through ICT to enable the students to understand the topics and remember them easily.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 36:1

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The teaching fraternity of SKR & SKR Govt. College for Women, Kadapa (Autonomous) are adopted the student centric teaching pedagogies -experiential learning, participative learning, problem-solving,

Demonstration method, Interactive Method, Project-based Learning in teaching-learning process to enhance the learning experiences of the students in reaching their learning outcomes. These methods are greatly needed to enhance the abilities and qualities in the students. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods.

### **1. Experiential Learning:**

All the departments conducts add-on programs to support students in their experiential learning. The department communicates the following experiential learning practices to improve creativity and cognitive levels of the students.

- Experimental/Laboratory method is used in science subjects to acquaint the students with the facts through direct experience individually.
- Students verify the facts of the subject with the help of experiments. Especially, the department of Chemistry, Physics, Botany, Zoology and Electronics use this method to give experiential learning.
- Faculty identifies and proposes academically significant Field and Industrial visits for Real time exposure. Industrial Visits to engage them in experiential learning while visiting the organization.

**2. Participative learning:** In this type of learning, students participate in various activities such as college level Student Induction Program, seminar presentations, group discussions, Study Projects, Skill based add on courses and cultural program. Participative learning enables the students to improve their technical, communication and presentation skills and management skills.

### **3. Problem-solving methodology:**

All the Departments encourage the students to acquire and develop problem-solving skills. For this, the department organizes expert lectures on different topics, participate in different technical tests and other competitions. In addition to the traditional teaching-learning methods, the institute is providing innovative student-centric methods such as Hackathons, Workshops, Seminars, Virtual Lab, Role plays, Videos, Demonstration, Guest lectures, Professional practice school, GD/debate, Peer learning groups, Capacity Building programmes, MOOCs, Google Classroom, Project-based learning, Poster presentation, Public Speaking to encourage Participative, Problem-solving and Experiential learning.

- Project work: Every student needs to submit his/her project work in VI Semester as a part of their Curriculum. Through these projects student study in-depth and acquire practical skill and analytical skills in the respective subjects.
- Science Exhibition: Every year on National Science Day College level Science Exhibition is organized. Students are encouraged to develop Projects on latest technologies where they showcase their working model with their innovative ideas. Prizes are given for the best projects to encourage their creativity.
- Quizzes: Organized on important days for student participation at intra or inter college level.

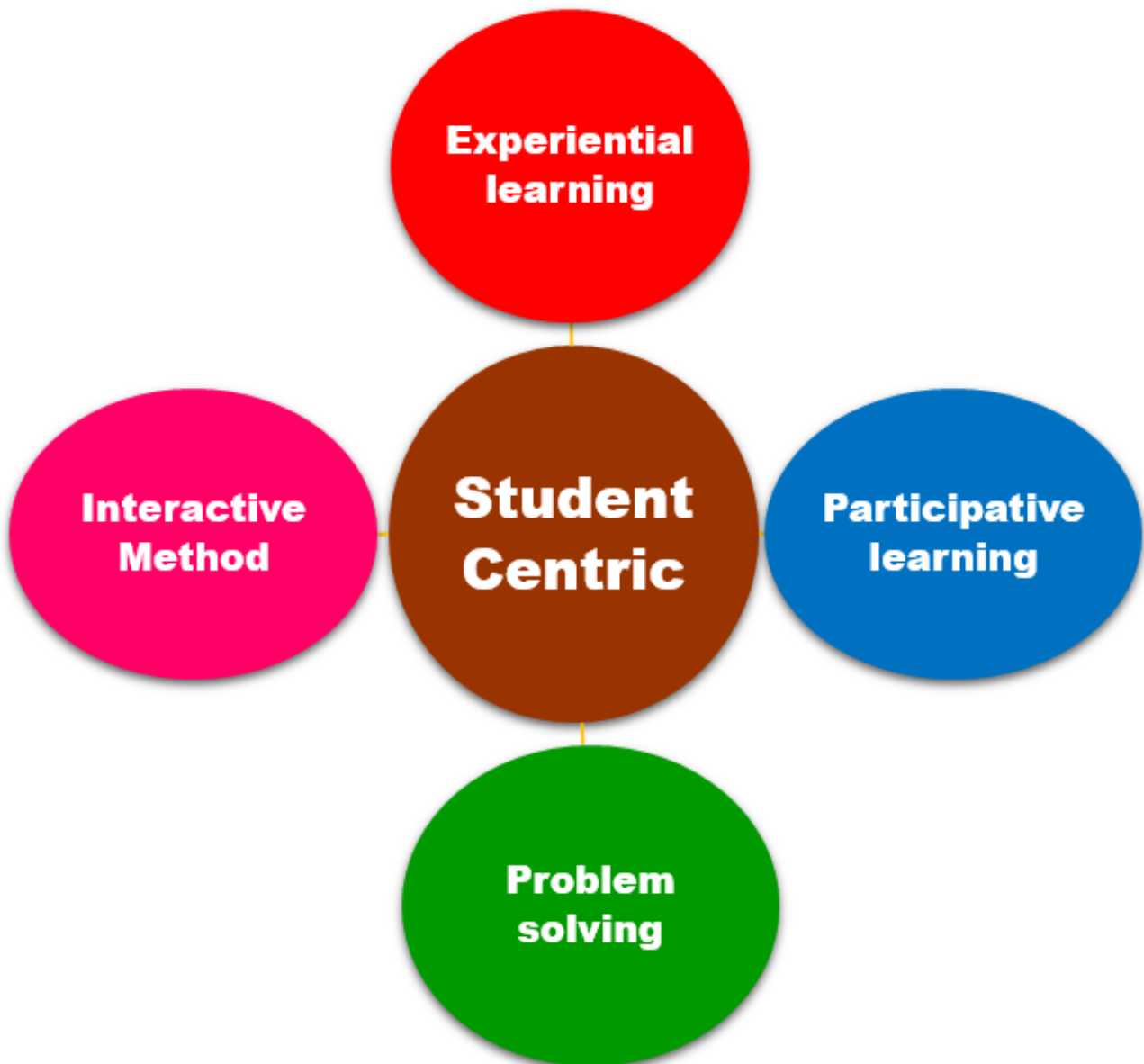
### **4. Interactive method:**

The faculty members make learning effective through interactive teaching method with students by motivating student participation and students also interact with the teachers freely. All the departments

provide an effective platform for students to develop the latest skills, knowledge, attitude, abilities and values to shape their behaviour in correct manner.

**5. Lecture method:**

This method facilitates the teacher to interpret, explain and revise the content of a text for better understanding of the subject by the learners.



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools including online resources for effective teaching and learning process.

#### Response:

S.K.R. & S.K.R. Government College for Women, Kadapa (Autonomous) is bestowed with 13 ICT (Information and Communication Technology) enabled classrooms including 2 Virtual class rooms and 3 digital class rooms for effective teaching-learning. These Classrooms are fully equipped with Computers and LCD projectors. All the departments are well equipped with latest computers, printers cum scanners which have Wi-Fi connectivity. Teachers are well experienced in using ICT enabled learning tools such as PPT, Video clippings , Audio system, online resources, to expose the students for advanced knowledge and practical learning. Blended teaching-learning is adopted by the teachers.

- Google classroom is used to manage and post course related information- learning material, quizzes, lab submissions and evaluations, assignments, etc.
- Virtual Labs are used by teachers and Lab manuals and procedures are mailed to students well in advance before the experiment is performed.
- To improve the learning skills of the students, quizzes and assignments are conducted using online assessment tools like Testmoz, Google forms, kahoot.
- Digital Plickers are used to collect real-time formative assessment data.
- Even in Covid-19 pandemic, online classes conducted effectively without losing academic year by creating programme-wise student's WhatsApp groups. Sharing meeting links, study materials, online teaching recorded videos. Online platforms like Cisco Webex, Zoom, Googlemeet were effectively used to teach the curriculum to the students with interaction.
- Auditorium is digitally equipped with mike, projector, computer system to organise various awareness programs, student induction programs for students etc.
- Indirect Assessment is done by collecting feed-back from the students on the curriculum and teaching-learning environment on every course at semester end.
- YouTube is also used as a learning platform. Course and Topic related videos are shared with students in the WhatsApp groups for clear understanding. Video lessons prepared by teachers are made available in college website and YouTube channels.
- The college provides UGC N-LIST-INFLBNET facility and all the faculty and students are accessing e-journals for Research purpose.
- Our Commissioner of Collegiate Education, Andhra Pradesh selected faculty and trained them for developing e-content and LMS videos and uploaded them in APCCE LMS website which are accessed by all the students.
- APSCH also selected and trained teachers in developing Podcasts. Online teaching and learning process can be enriched with podcasts related to the course.
- All the departments regularly conduct webinars, workshops and guest lectures, on the new developments and trends in the core subjects for effective teaching and learning by Industry experts and Alumni on Zoom platforms.
- Our students and faculty also have access to Swayam Prabha channels, where the students are

enrolled in their course related channels to understand the subjects better and in depth and also helpful to them in appearing for competitive examinations.

- Our teachers also use blogs to publish assignments, resources, and keep students and even parents up to date on class events, due dates, and content being covered. Blogging is a great way to encourage students to express their ideas, be creative, develop confidence in writing, to communicate and collaborate with peers and the teachers.

## Integration of ICT in Teaching & Learning



File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="#">View Document</a>

**2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )****Response:** 36:1**2.3.3.1 Number of mentors ?????????????? ???????**

Response: 59

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution****Response:****Preparation and Adherence of Academic Calendar:**

As a compass to a sailor to reach his destination in a proper direction, so also the Academic Calendar and Teaching Plans are aimed at accomplishing the set goals by the institution and the faculty respectively. Our institution as an Autonomous body, prepares and strictly adheres to the Academic Calendar and Teaching plans every year. It is a compendium, which enlists number of working days, examination dates, the staff details, the courses offered, facilities available as well commencement and closure of the institution. A team of experienced teachers including Vice-Principal & academic Coordinator of the institution prepares academic calendar well in advance before the reopening of college. Academic Calendar is flexible to amend in the changes that occur during the academic year (E.g., Covid-19 lock down) with the concern of the staff council. Every semester is composed with the span of 90 working days.

**Semester wise curricular plans:** Every academic year the college reopens in the month of June after summer vacation and class work commences for 2nd and 3rd year students. The class work for first year students commences after the closure of online admissions. In the beginning of academic year all the departments conduct BOS meetings with subject experts and approve the syllabus and question paper pattern. As per the approved curriculum and academic calendar, all the teachers are strictly instructed by the principal to prepare their respective semester wise curricular plans and teaching plans with curricular, co-curricular, extracurricular activities planned. Every teacher maintains a copy of the Academic Calendar. All the teachers used to write teaching diary, notes and submit to the principal for certification before 5th of every month monitored by the in-charges of the department.

**Preparation and Adherence of Teaching Plan:**

Individual teacher prepares in advance, the teaching plan with learning outcomes for each topic. Teaching

plan is a brief synopsis of the topic, learning objectives, teaching aids, references, activities planned inside and outside of the class room for effective teaching in a well-designed format. Teaching plan creates a self-informed and self-monitored innovative tool to the teacher, and it provides a plan of action for the teacher and guidance for the students. The faculty are encouraged to update the methods of teaching and evaluation, especially the use of ICT enabled tools and facilities. The course teachers are able to assess the learning ability of the students periodically on the basis of their respective teaching plans. It, thus, helps both the teacher and the learners to take part in the teaching and learning process effectively.

Hence, in consonance with the set rules and regulations, adherence is fervently observed to steer the wheels of the institution in right track to achieve its predetermined goals with much sincerity and honesty. Above all, the Academic Calendar is approved by the Academic council which comprises the principal, nominees of affiliated Yogi Vemana University, Kadapa, incharges of the departments, four experts from Industry, Commerce, Law, Education, Medicine, Engineering nominated by Governing Body.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 67.48

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 28.18

**2.4.2.1 Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D’Lit. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
23	16	16	15	10

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)****Response:** 25.9**2.4.3.1 Total experience of full-time teachers**

Response: 1528

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years****Response:** 24**2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
25	23	24	25	23

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

**Response:** 3.75

#### 2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
253	15	39	36	30

File Description	Document
Number of complaints and total number of students appeared year wise	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:**

The Examination Management System of SKR & SKR Govt. College for Women (A), Kadapa is structured system with SPES Software which brought considerable improvement in evaluation process to assess the student's performance. The EMS with Information Technology to fetch fruitful reforms in the examination procedures and processes of both Continuous Internal Assessment (CIA) and Semester End Exams (SEE) and is helpful in attaining learning outcomes with continuous reforms.

#### **Composition of Examination cell:**

1. Chief Controller of Examinations (Principal of the college)
2. Controller of Examinations

3. Assistant Controller of Examinations-1

4. Assistant Controller of Examinations-2

5. Computer Operator

6. Record Assistant

7. Attender

#### **. Examination Reforms:**

- Implementation of CBCS Pattern from 2015-16, Conferred autonomous status by UGC implemented from the academic year 2017-18 in the college.
- Adopted semester pattern of Curriculum with Continuous internal assessment, Credit/grading system, Student feedback and Self-appraisal by teachers.
- Automation of examination system for improvement in reliability, efficiency, security, transparency, confidentiality and accuracy in the entire procedure of examinations.
- Transparency is ensured for conducting CIA and SEE.

#### **External and Continuous Internal Assessment Modes**

The Examination pattern consists of two components, namely, Continuous Internal Assessment (CIA) and Semester End Examination (SEE) with 25:75 weightage. The performance of the students is assessed for 100 marks in each course through CIA and SEE.

#### **Guidelines for Internal Assessment**

In order to assess the skills, values and knowledge gained by the student, the concerned faculty member has to conduct internal assessment.

#### **The internal assessment may comprise of the following:**

- All the undergraduate programmes offered by the college are to have specified components for internal evaluation. For example, Essays, Tutorials, Home Assignments, Seminars, Presentations, Laboratory Work, Unit Tests, Workshop, Project based learning, peer reviews, quizzes, other elements of participatory learning may be used.
- The components of internal assessment/evaluation are to have a time frame for completion by students with concurrent and continuous evaluation of faculty members. Following the principle of “those who teach should evaluate”, the continuous internal assessment/evaluation have to be conducted by the teacher and the evaluation outcome should be expressed by pre determined marks or by grades.
- The proportion of Internal evaluation (CIA) to External Evaluation (EE) should be specified as 25:75 marks ratio.

#### **Continuous Internal Assessment Evaluation :**

1. Written Test (Average of 2 Tests each test carries 20 and 15 marks)      35 Marks

2.Seminars (ODD Semester) / Study Project (Even Semester) 05 Marks

(In each paper every student should give one seminar and present the copy to concern department. Study project may be individual or group)

1.Assignments 05 Marks

(Every student should submit 5 Assignments in each Course)

1.Clean and Green/Attendance 05 Marks

Total 50 Marks Scale down to 25 Internal Assessment Marks

- Retests for CIA will be given only for those students who have missed the tests because of participation in college-sponsored activities such as serious medical issues, NCC, NSS and Sports. These tests will be held before the commencement of the End Semester examinations.
- Implementation of Community Service Projects, Internships as per between and scheduled semesters.
- Assessment of Community Service Projects by Internal Assessment Committee.
- After completion of 90 working days, SEE are conducted and declared results within 30 days of the last exam conducted.
- Reforms in question paper setting as per Bloom's taxonomy level to maintain academic standards.
- Adopting approved list of Examination panel for paper setting and valuation procedure.
- Preparation of 2 sets of question papers for Maintenance of Confidentiality.
- Senior faculty are nominated as observers during the examination to monitor exams.
- Supplementary examinations are conducted along with regular ODD and EVEN Semester examinations.
- INSTANT examinations are also conducted to the final year students to clear up the backlogs of 5th and 6th semesters to facilitate to go for higher learning and get placement.

Examination and Evaluation Processes:

- Preparation of Examination calendar as per Academic calendar
- Collection of BOS approved syllabus, Panel of Examiners from department incharges
- Based on the BOS Proceeding and AC approval, the programmes and courses are assigned with codes.
- Question paper setting as per Bloom's taxonomy.
- Registration of the students in the SPES software to prepare attendance sheet for Internal Examinations.
- Scheduling two Internal Examinations for each semester.
- Providing internal award sheet (CIA)and collecting evaluated answer scripts with marks posting award sheets
- Issue of fee notification for registration of examinations
- Collecting Eligibility criteria of 75% of Student Attendance to issue applications and challans to department incharges.
- Call for 2 Sets of Question papers by paper setters through Mail transaction as per Bloom's

taxonomy

- Preparation of Time table for Theory and Practical Examinations
- Practical Examinations should be conducted Internal for ODD Semesters and External for EVEN Semesters (As per A.C resolutions)
- Providing External Examiners for Practical Examinations
- Remaining examination procedure is integrated with SPES Software Examination Management System.

Mechanism For Appointing Examiners :

- The appointment of examiners for each semester shall be made and confirmed before 20 days of commencement of the examination for both theory and practical.
- Only persons having the prescribed qualifications and at least three years of teaching at the appropriate level shall be included in the panel.
- The evaluation of answer scripts shall be carried out by the panel of Examiners.

Automation of Examination cell with SPES Software.“STUDENT PERFORMANCE AND EVALUATION SOFTWARE” enables:

- Students Registration
- Issue of Fee notification
- Generation of Application and Fee Challan
- Generation of Hall tickets
- Printing & Distribution of Hall tickets to the Dept In charges as per Student attendance.
- Question papers Setting for each and every Semester End Exam
- ‘D’ forms generation
- Code numbers generation
- Bundle slips generation
- Award lists generation
- De-coding process
- Printing of notice board marks
- Student Vs subject pass particulars
- Department wise backlogs information (Internal, External, Practical)
- Tabulation of result
- Printing of Semester end marks memos
- Result analysis.
- The final tabulated result data submitted to affiliating Yogi Vemana University,YSR Kadapa.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

**Response:**

Outcome Based Education is the key to identify the gaps in Teaching-Learning-Evaluation Targets with predefined Programme Outcomes, Programme Specific Outcomes and Course Outcomes by computing CO PO Attainment and helpful in bridging gaps by practicing remedial measures.

The institution implements Blooms Taxonomy in achieving excellence in teaching and imparting qualities, knowledge, skills, analysing ability and creativity to the learner. The structured POs, PSOs and COs

Program specific outcomes (PSOs) are the specific skill requirements and accomplishments to be fulfilled by the students at micro level and by the end of the program. The programme co-ordinators prepare the PSOs, usually two to four in number, in consultation with course coordinators. The BOS, including Head of the Department and subject experts, of the individual departments will discuss the same and approve it after endorsement by the Principal.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.

Course outcomes (COs) 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 and communicated. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members teaching the same course. The Module coordinator will verify it. Finally, they are discussed in the concerned department's BOS meeting course-wise and approved.

The faculty members, class teachers, mentors, course coordinators, Academic coordinators also inform the students and create awareness and emphasize the need to attain the outcomes.

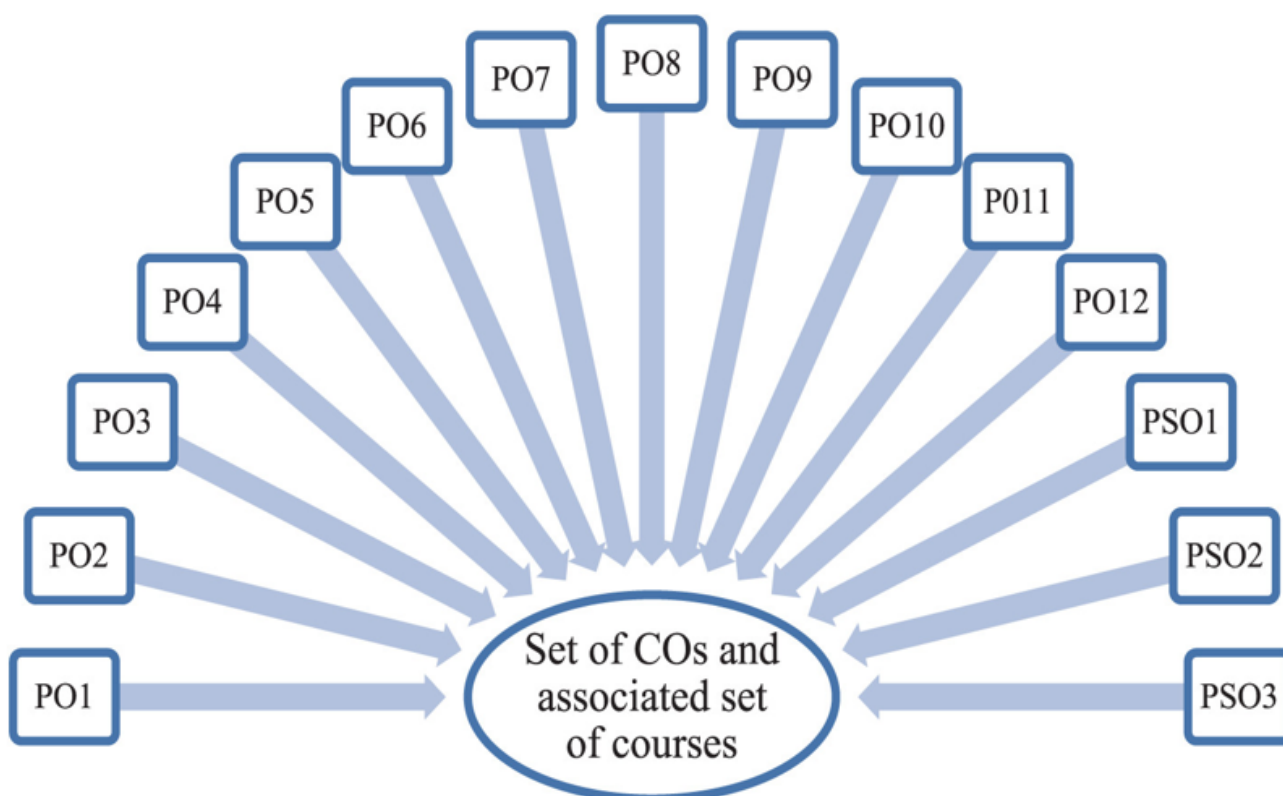
Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students in the following means:

The Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders. After attainment of consensus, the same are widely propagated and publicized through various means such as display and/or communication specified hereunder.

- Uploading in college website <https://skrgdcwakdp.edu.in/> and giving access to teachers and students.
- Curriculum /regulations books
- Class rooms
- Department Notice Boards
- Laboratories

- Student Induction Programs
- Meetings/ Interactions with employers
- Parent meet
- Faculty meetings
- Alumni meetings
- Professional Body meetings
- Library

The Program outcomes, program specific outcomes and course outcomes are appraised in Board of Studies, Academic Council and Governing Body meetings.



File Description	Document
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

**Attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes:**

- The Program Outcomes (POs) and Program Specific Outcomes (PSOs) are accomplished through the CO attainment of all curriculum components.
- Course Outcomes (COs) are defined for each course based on the course content and learning objectives.
- COs are the statements of knowledge/skills/abilities that students are expected to know, understand and perform as a result from their learning experiences in each course
- Course Outcomes (CO1,CO2...CO4) are mapped to POs (PO1,PO2, PO3... PO10) and PSOs (PSO1, PSO2, PSO3).

Following are the methods for Assessment, Evaluation and Measurement of POs/PSOs:

1. Direct Assessment method
2. Indirect Assessment method

**Direct Assessment Method:**

Direct Assessment is done based on the internal and External Evaluation which are explained below:

**Continuous Assessment:** COs are assessed through Internal Examinations, Assignment and Lab records. The COs are mapped against POs/PSOs.

**COs-POs/PSOs Mapping with Weights:**

The relations of COs are assessed and assigned to POs and PSOs in the form of weights.

<b>Relation of CO with POs and PSOs</b>	<b>Weightage</b>
High	3
Moderate	2
Low	1

**Semester-end-Theory Examinations:** The questions in semester-end examinations are tested pertaining to all COs, in varying Blooms Taxonomy Levels.

**Laboratory Records:** Both continuous and semester-end examinations are conducted to test the COs attainment.

#### **Indirect Assessment Methods:**

**Programme – Exit survey:** This survey is Conducted to the final year students and collected feedback from them.

**Alumni Survey:** This survey is conducted yearly through questionnaire with the Alumni and obtained inputs and suggestions on PO attainment and refinement.

**Employer Survey:** This survey is Conducted and collected feedback from the employer to measure the PO attainments.

At the end of each program, the PO/PSO attainment is calculated from the CO attainment of all courses for all semesters in a Program. In each Course, the level of CO attainment is compared with the predefined targets and gaps are identified. The gaps are identified from learner point of view at course level and programme level. To bridge the gaps and to imbibe qualities completely in a student an **Action Plan** is prepared and implemented to improve the performance of the student and to achieve the set target.

#### **Methodology for Computation of CO PO/PSO Attainment**

**Step 1:**Defining of Programme Outcomes and Programme Specific Outcomes which the learner is able to acquire qualities and they are uniform for all Programmes offered by the institution.

**Step 2:**Specifying Outcomes for each Course based on the content.

**Step 3:** Fixing the Target as 60% i.e. 15 Marks for Continuous Internal Assessment or Direct Assessment (25 Marks).

CO\_DA = Total Number of Students reached the target /Total number of students attended

**Step 4:** Fixing the Target as 60% i.e. 9 Marks for Indirect Assessment (15 Marks).

CO\_IA = Total Number of Students reached the target /Total number of students attended

**Step 5:** Fixing the Target as 40% i.e. 24 Marks for Final Assessment (75 Marks).

CO\_FA = Total Number of Students reached the target /Total number of students attended

**Step 6:** Mapping of COs with POs/PSOs by assigning weights.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Pass Percentage of students(Data for the latest completed academic year)

**Response:** 91.54

#### 2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

**Response:** 617

#### 2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.

**Response:** 674

<b>File Description</b>	<b>Document</b>
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response:</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Promotion of Research and Facilities

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

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) college provides all necessary infrastructural facilities and conducive environment to promote research activity in the campus with high speed internet facility. Thirteen ICT enabled classrooms are available for effective delivery of teaching learning and evaluation. UGC INFLIBENT facilities are made available to the faculty and students to promote their research activities and to motivate the faculty to publish more number of books and publications.

**Research Promotion Policy Committee:**

The Research Promotion Committee at College level is constituted to update research facilities frequently in the college and to design a well-defined policy for promotion of research and implementation and made it available in college website. The Institution provides research facility for the smooth progress and implementation of research projects. Research proposals are sent to the UGC in time. The Individual lecturers have liberty to apply for UGC Research projects major and minor and DST, RUSA. Technological and moral support is always provided by the College. To inculcate scientific zeal in the young minds of women students, field trips, science exhibition, study tours, seminars, workshops, projects, presentations, guest lectures on innovative topics are organised to the students. Project based learning is encouraged and students study projects are conducted. Ideas are brain-stormed in the classrooms. Lecturers motivate the students to undertake research work after completing P.G with the focus on capacity building in terms of research and to imbibe research culture among the students. Conducted awareness programmes on Research methodology, Intellectual property Rights by inviting eminent personalities from various universities/colleges to create research knowledge among staff and students. Each activity is made available college website and accessible to all the stake holders of the Institution. Dr B. Sudhakar Reddy, Reader in Physics established Research centre in the college and got guideship as Research Guide from Yogi Vemana University, Kadapa. Three students awarded Doctorates under the guidance of Dr B. Sudhakar Reddy. Every year National Science Day Celebrations is organised with great interest by inviting eminent personalities from Science departments and organisations. Prof. M.V. Sankar, Department of Material Sciences, Yogi Vemana University is invited as Chief Guest for National Science Day Celebrations and he focussed on the contribution of Sir C.V. Raman achievements and highly the students.

Every year Research Advisory Committee is reconstituted in the College. Faculty members are encouraged to take up research projects. Adequate supports are provided for the conduct of research projects. Faculty members are highly encouraged to pursue Ph.D. degree. The committee also monitors the overall research activities of the faculty. Ethics Committee which is also functioning in the college insists the faculty to follow ethics in their research works. Further, the committee insists the teaching staff to get their research works checked through plagiarism software. The free plagiarism software "Plagiarism Detector" is used for checking plagiarism done by sending the papers to reputed Journals. All the faculty are encouraged to apply for research funding project to various funding agencies such as UGC, CSIR, DST, ISRO, DRDO,

DAE, ICSSR, etc.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

**Response: 0**

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of teachers receiving grant and details of grant received	<a href="#">View Document</a>

### 3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

**Response: 0**

#### 3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>

### 3.2 Resource Mobilization for Research

#### 3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 15.8

##### 3.2.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	15.8

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by government and non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.2.2 Percentage of teachers having research projects during the last five years

Response: 2.14

##### 3.2.2.1 Number of teachers having research projects during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	1	2	2

File Description	Document
Names of teachers having research projects	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.2.3 Percentage of teachers recognised as research guides

**Response:** 1.69

#### 3.2.3.1 Number of teachers recognized as research guides

Response: 1

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

**Response:** 5.33

#### 3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	1	1	1

#### 3.2.4.2 Number of departments offering academic programmes

2021-22	2020-21	2019-20	2018-19	2017-18
16	15	15	15	15

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.3 Innovation Ecosystem

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

**Response:**

#### **RESEARCH DEVELOPMENT COMMITTEE**

The Research Development Committee is to promote innovation, nurture start-ups and incubation by integrating various professional domains for socially relevant endeavors and to make a positive impact on society. The RDC in the campus mentors the future entrepreneurs through appropriate trainings and workshops. The RDC is also liable for intellectual growth and provides employment opportunities in various domains through placement. A separate set of trainers from placement and training involve in shaping the young minds through aptitude and hosting programs for the sustainability in the competitive world. The institution supports the entrepreneur interested students by inculcating skill based knowledge through Career Oriented electives has been introduced to trigger the learning minds to come up with innovations.

The objectives of the RDC are:

- To provide skill-based training to College drop outs belonging to underprivileged sections of society, so that they get employed
- To provide opportunity to unemployed youth to acquire skills which can make them build their own enterprises and encourage them to become successful small business owners.
- To conduct short term training courses in different modules in the field of soft skills, entrepreneurship and digital literacy
- To provide services such as innovation, skill gap and other studies, train the trainer programmes and initiating collaborations.

#### **Entrepreneurship:**

In the preliminary stage the center welcomes innovative ideas from the students and nurtures their ideas for start-ups by providing direction to become successful innovators and entrepreneurs.

At present the center has launched:

Organic Connect (in the domain of organic farming): Mushroom cultivation, Vermi composting to support the environment and agriculture

F &N (in the domain of health and wellness): Nutrition Education Program

The center also monitors the Extra Disciplinary areas in the UG and PG course relevant to Innovation, and Entrepreneurship. The center also provides skill-based training to unemployed youth and persons belonging to under-privileged backgrounds so that they may become self-employed.

### Community Orientation

In this learner-centric and supervised educational program, the key aim was to focus on developing students' communication skills, observation power and enhancing their motivation for learning through collaborative learning. Dr P. Subba Lakshumma, Principal and all the mentors conducted orientation to all the students on Community Service projects and on Internships.

### Incubation centre

Incubation Centre is a platform focused towards fostering & promoting the entrepreneurial spirit of start-up enthusiasts by providing a healthy ecosystem to promote their ideas, start-ups and researches into successful entrepreneurial ventures.

The Incubation Centre has been established in the college. The Incubation Centre aims to inculcate the entrepreneurship skills among students.

1. To develop the Entrepreneurs.
2. To help with business basics.
3. To make aware about marketing policies and conditions.
4. To deal with the practical approaches of the theories.
5. To encourage the leadership qualities.
6. To develop the presentation skills.
7. To develop the skills like management, risk taking and decision making.
8. To take the real experiences of investments, profits and losses arising out of business.
9. To promote students to start new businesses.
10. To make the students self-employed.

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

### 3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

**Response:** 25

#### 3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
6	4	1	10	4

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Research Publications and Awards

**3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee**

**Response:** A. All of the above

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

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years**

**Response:** 0

3.4.2.1 How many Ph.Ds are registered within last 5 years

## 3.4.2.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
URL to the research page on HEI web site	<a href="#">View Document</a>

## 3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.27

## 3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	4	0	5	5

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years

Response: 0.32

## 3.4.4.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	5	0	0	6

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed****Response:**

File Description	Document
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution****Response:**

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5 Consultancy****3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).****Response:** 0**3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	<a href="#">View Document</a>

**3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).**

**Response:** 0**3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of facilities and staff available for undertaking consultancy	<a href="#">View Document</a>

**3.6 Extension Activities****3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years****Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous), organizes a number of extension activities to promote institute - neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. NSS organizes a camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation, Beti Bacho Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp, Awareness about farmer's suicide etc. Extension activities are planned for the benefit of the community and students development. Students are sensitised on neighbourhood community issues are addressed by NSS, NCC, Red Ribbon Club, Consumer Club and Women Empowerment Cell.

The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The NCC unit of the college organizes various extension activities as tree plantation, Road safety awareness, Swachhta Abhiyan , National equality awareness. Other than NSS and NCC units, the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, No vehicle day, Programme on female foeticide, organizing visit to Orphanages and Anganwadi, Voters awareness, Blood group detection ,Health check -up camps, Blood donation camps, Dental checkup camp, etc. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self-confidence of students. It also helped in cultivating hidden personality of students and created awareness among student. In the college 2 NSS and 1 NCC units is functioning. The Institution involves the girls to organize outreach programs for community wellbeing. Literacy programs, awareness

on government welfare schemes, hazards involved in consuming liquor and tobacco, awareness on Dengue, Swine flu and Precautions, COVID, AIDS, Swatch Bharat ODF, competitions in sports and cultural programs are organized. Students actively participated. Red Ribbon and Other Clubs: Red ribbon club coordinate themselves with NCC and NSS units of the college. The Red ribbon clubs organizes Blood Donation for emergency cases. Consumer Club. The members organise consumer rights awareness rallies, distribute pamphlets containing dos and don'ts for consumers. They conduct seminars and workshops on the related topics by inviting experts. Women Empowerment and Protection Cell. The Cell facilitates empowerment and protection of women faculty and students in the campus. The cell organizes awareness programmes on women related issues, guest lectures and training programs for women.

## SKR & SKR Govt. College for Women, Kadapa. (Autonomous)

### EXTENSION ACTIVITIES



File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years**

**Response: 7**

**3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
4	3	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**Response:** 103

**3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
42	30	14	8	9

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

**Response:** 70.6

**3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
1997	1947	1460	594	1249

File Description	Document
Reports of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.7 Collaboration

#### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

Response: 14

##### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2021-22	2020-21	2019-20	2018-19	2017-18
8	8	20	25	9

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 85

##### 3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
11	20	8	15	31

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - 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.**

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has **adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc., and adopt** procedures to create and to enhance the infrastructure **and physical facilities** in the form of classrooms, Laboratories, ICT enabled classrooms, auditorium, Library, JKC, Computing equipment, learning resources and these are optimal usage by human resources- faculty, technical and administrative staff of the college for effective and efficient conduct of educational programs. IT related infrastructure facilities are used to conduct curricular, co-curricular and extra-curricular activities in the campus.

Digital and virtual classrooms are (ICT) facilities are used for technology based teaching and learning.

Notice boards are available in every department so as to communicate the students about the activities that to be taken up time to time. Each department is provided computer with LAN as well as printer to preserve department files and relevant information.

The institution has 35 class rooms, 2 virtual class rooms, 3 digital class rooms and 13 class rooms with LCD facilities, a seminar hall, English language lab, 16 fully equipped laboratories, and Solar Energy panels to produce 20 KV are provided to contribute to the effective ambience. To ensure safety and security for staff and students CCTV cameras have been installed in the campus.

In addition to classrooms the college accommodates the principal's chamber, Administrative Office, Record room, staff rooms, and 12 Department Rooms. IQAC room, UGC room with computers, Examination cell, NCC, Rooms and Physical Education room.

English Language Lab for the development of Listening, Speaking, Reading and Writing Skills.

College is well equipped with 164 computers to impart computer education to students. For the Academic Year 2021–2022, 10 Computers with latest specifications and 10 printers procured as a part of IT Policy and distributed to various departments. Now, total number of computers available in college is 174 out of which 142 computers are in computer labs. Computer labs are installed with licensed software as well as open source software.

**Library (Learning Resource Centre):** The College has a central library with necessary books related to academic syllabus, reference books, study material, journals and Magazines. Internet, Wi-Fi: 40 Mbps broadband facility is available to cater to the teaching and learning and research needs of the students and staff. There is a browsing facility with 9 computers in library to browse the required information for staff and students.

In the campus Rain water harvesting pits are well maintained. Botanical Garden is developed in the campus.

There is a well-established student managed attached hostel comprising of 64 rooms for student accommodation, cooking room, visitors room, dining hall, sick room, recreation room is located in the campus. Present, 510 students are provided hostel facility.

Primary health centre is maintained in the campus. For safe drinking water facility RO Water plant is available with 2000 litres capacity.

For students and staff vehicle parking sheds are provided in the campus.

Ramps are provided for the convenience of physically handicapped persons

File Description	Document
Upload Any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### **4.1.2 The institution has adequate facilities for cultural activities, yoga, games and sports (indoor & outdoor); (gymnasium, yoga centre, auditorium, etc.,)**

##### **Response:**

##### **Facilities for Cultural activities, yoga, sports and games, gymnasium, auditorium.**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) college has spacious auditorium with supporting facilities like Audio – Visual Aids, lighting facilities and necessary equipment to organize seminars, symposiums, workshops and cultural activities with capacity of 400 spectators can sit and visualize the activities. The spacious ante room adjoining the dais is used as green room.

The college has open –air dais for practicing and performing cultural activities and Yoga. The College has good cultural committee headed by a coordinator. Students are trained for music, dance and skits. Students are guided by faculty and professionals from respective fields. They present their skills on all occasions of the college such as Fresher’s Day, Independence Day, Cultural Festivals, and College Anniversary etc.

NSS Volunteers are selected for pre Republic Day & Republic day Camps. NSS Volunteers went to villages around to spread the message of Girl Child Education and Protection, Swachh Bharat, Clean and Green, Vanam Manam through dance and skits.

##### **Facilities for Sports activities**

Department of Physical Education conducts yoga training to students along with sports and games. It has a gymnasium, with 12 stations multi gym and other indoor games like table tennis, caroms, and chess to students and staff. An area of 35X20mts. length and width open space is available to conduct outdoor games and sports. In it a Volley Ball Court, Badminton Court, Shuttle Badminton and Kabaddi play fields

are laid down permanently. The open ground in the college campus supports a wide variety of sports and games. The College has 01 sanctioned post of Physical Director to identify the talents among the students, motivate and train them in various sports and games. Students are formed into teams to participate in tournaments organised by college and other bodies University, Zonal, State, National levels. The college organises competitions in Sports and games on various occasions. Besides competitive sports such as indoor games chess, caroms and table tennis are encouraged to participate by the students. The college celebrates International Yoga Day on 21st of June every year to inculcate the spirit of yoga among the youth.

## **INFRASTRUCTURE AND SPORTS FACILITIES**

The department is having limited infrastructure for the outdoor games and indoor games with the following facilities

### **OUTDOOR PLAY FIELDS:**

Volley Ball

Ball Badminton

Kabaddi

Kho-Kho

Shuttle Badminton

Hand Ball

Taekwondo

Soft Ball

Open Area for Yoga

### **INDOOR**

Caroms

Chess

12station multi Gym

Tread Mill

Exercise Bikes

FOOT MASSAGER

Abdominal Fat reducer

Dumb bells

**OUT DOOR FIELD EVENTS**

Shot put

Javelin

Discus

**DEPARTMENTAL LIBRARY**

The department is having the following books for ready reference in organizing games and sports, physical fitness, yoga and educational guidance.

1. Rules Book of Games and Sports.
2. First Move (Chess)
3. Puzzles and teasers
4. Total Yoga practice
5. First AidBook
- 6, Surya Namaskaras
7. Brain Teasers
8. Yoga FOR Children
9. General Knowledge -2012
10. Mahila TelusukoS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Geotagged pictures	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 42.86

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

Response: 15

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

**Response:** 61.64

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
11.02	135.24	15.52	34.01	45.31

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has a good Library with learning resources and repository of 24,794 books, UGCINFLIBNET access for e- journals, and Learning Management system for e content on various subjects to make use of by the staff and students for subject reference, seminar presentation, and video lessons preparation and for Research Projects. The college name listed in N-LIST Top 10 College Users 5/7/7/8 places.

In college Library Digital library is also available to enrich their knowledge and skills during their stay period. The college has spacious library with proper ventilation with dimensions of 79X44 ft. The library functions in all working days between 9:00 AM to 6:00 PM and books will be issued to the students on production of the identity card issued by the office of the Principal. Orientation is given to all the students about the facilities of offline and online resources available in the library. They are made aware of the process for easy accession of books. The college has a library Advisory Committee headed by the Principal as Chairperson, Librarian as convener, teaching faculty and students as members.

The library subscribes to standard newspapers and magazines and books useful for the preparation of Competitive examinations efforts are on to digitalize the Library. The institute has been providing 8422 has been providing books to SC ST Students under SC and ST book bank scheme. The college is providing UGC INFLIBNET facility to staff and students by individual login / passwords. It provides e-Learning content. More than 464 courses across all disciplines of Arts, Commerce, Life Sciences and Mathematical Sciences. Besides these resources, books and reference material on competitive journals, such as PG, NET, APPSC and UPSC is available in the library. At present Library is partially automated with SOUL software. The digital aspect of our library is having Wi-Fi connectivity with 8 desktops and reprographic facility for the benefit of

UGCINFLIBNET browsing facility is available for staff and students in the library to access e journals, e books etc. The college pays subscription every year in the month of March. 8 computers, 1 xerox machine, 1 printer with scanner are available at library. There are designated places for employees and students. Semester wise question papers are available in Library to the students for reference. Fresh books received are kept at front racks to facilitate easy access and rapid information retrieval. Library functions from morning 9.00 am to 6.00 pm. The library is kept opened for the benefit of the students during summer and holidays also to enable them students to access books to prepare for competitive examinations. In the month of November , December 2022, January 2023, February 2023 our college listed 5 in Top 10 users of n-list INFLIBNET and continuing to be one among the Top 10 users till date. N-list accounts are provided to all the students and faculty to access e-journals, e-books materials required for year wise subject reference, competitive exam preparation, research papers etc.,

Sources of Books	Number
Acc	6838
UGC	6530
SC	7720
ST	0700
Book Bank	2013
Remedial Coaching for SC/ST	656
Gift	163
Donated	174
<b>Total</b>	<b>24794</b>

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

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources****Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)****Response:** 1.1**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.059	0.059	0.794	2.22	2.38

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 10.19**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 220

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

### 4.3 IT Infrastructure

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

##### Response:

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities for academic and administrative purposes. IT facilities as per the requirement by regulatory norms as well as industry, the institution is regularly upgrading its infrastructure covering Wi-Fi, cyber security, software up-gradation etc. The institution has framed various policies like Procurement, Installation of Hardware, Network and software. Website Hosting and Database Usage policy has its method and hierarchy which is followed systematically. Formal IT policy has been approved by academic council and Board of Studies (BOS).

E-Office, TLP-Teaching Learning Module, I MAP, Internships, Fee App are in implementation.

The ITC facilities and other learning resources are developed periodically. The institution provides 10% of the annual budget for up-gradation of IT facilities which are audited as per the balance sheet and changes in the system as follows:

- College has been enabled with internet bandwidth of 40 Mbps under IT infrastructure policy and Students and staff are accessing them and enriching knowledge and skills.
- Wi-Fi routers 2 are installed to increase with high speed Wi-Fi network facility in the college and students and faculty members get maximum benefits to access internets for effective teaching-learning and to pursue their projects and research works.
- The IT facilities have been upgraded with several phases. Hardware up-gradation is being carried out on a regular basis as per requirements of individual departments. Old systems have been replaced with new models with advanced configurations/specifications with 4 GB/ 8GB RAM, Intel-i5 and i7 2TB/1 TB hard drives. Softwares Adobe readers, C, C++, JAVA, Oracle, Adobe Photoshop, Hadoop-Big data analysis, Python, Tally ERP9, and R-Programming are available. The college has three computer labs containing 174 computers An IT Policy was designed to prevent internal and remote data breaches.
- The safety of the entire campus is ensured by the installation of CCTVs close circuit digital surveillance cameras in library and at prominent places across the campus and monitored through LCDs by the principal to ensure safety and security.
- Website –Secure hosting use of secure Protocols, use of Official Email Address for all communications, secure database for examination purposes. Question paper bank database is encrypted.
- All digital and virtual classrooms are connected with BSNL NME Fiber net with speed of 40

mbps. For administrative and other purposes another LAN connection from BSNL with speed of 40 mbps is installed.

- Public Address System is used to convey messages to staff and students.
- Since 2017-18 onwards students and staff mark attendance in Adhaar Enabled Biometric devices in online using Integrated Attendance Management System. 12 Bio- Metric devices have been installed in the institution for recording staff and student's daily attendance. In addition to this, staff and students are marking attendance in Face Recognition System in FRS APP(APFRS) and the record of daily attendance is maintained by the FRS coordinator.
- Institute has digital studio with latest technology to develop video lessons and made available in college website.

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

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 12:1

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

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

**Response:** 35 MBPS - 50 MBPS

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** B. 3 of the above

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years**

**Response:** 20.37

**4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
15.37	3.42	4.34	8.35	10.78

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) Institution has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. There are standard operating procedures for maintenance of infrastructural facilities of the college. Physical facilities include infrastructure, buildings, furniture, fixtures and fittings are maintained through regular cleaning by supporting staff. Maintenance of academic facilities such as laboratories and other labs are properly maintained by Department In charges with the help of supporting staff through log books like stock register, issue register, and condemned registers.

The College has 16 laboratories for science students for practical purpose. Labs are maintained by lab

assistants.

The furniture committee undertake a survey of the whole campus and list out the repairs and renovations required. It identifies the maintenance related to electrical fittings. To minimise energy consumption and provide eco-friendly campus, LED bulbs and solar generator of electricity is used. An Electrician attends electrical and plumbing work and rectifies the problems.

Students and staff are provided with purified water from big RO plant installed in the campus. The overhead tanks are cleaned at regular intervals. The institution maintains uninterrupted water supply by the sources of water supply such as bore well and corporation water supply.

College has a good Library with Learning Resources of 24794 volumes of books. It also has a browsing centre with internet facility accessible to all students to browse study material. The library staff ensures best maintenance and utilization of Library infrastructure.

Students are instructed to follow standard operating procedures during the use of computers to avoid system failure due to improper usage.

All classrooms are with good ventilation and provides good ambience to the students. Sweepers are involved for overall maintenance of cleanliness of campus. Students, NCC cadets, NSS Volunteers and sports girls participate in clean and green, Swachh Bharat programs to keep the campus eco-friendly. Play fields are properly maintained by the physical director with the help of supporting staff. Infrastructure Policy in the college ensures to optimal maintenance and utilization for the benefit of students.

At the end of each academic year annual verification is carried out by the committees constituted by the Principal. Repairs, renovations and maintenance of physical infrastructure like classrooms, washrooms, furniture, RO purifier, power supply is maintained with in the available budget.

Expenditure incurred on Physical Maintenance for five years: 2021-22; 18,880    2020-21- 80,102  
2019-20 8480    2018-19 228245    2017-18 0

Total for five years 33,57.07

Expenditure incurred on Academic Maintenance for five years: 2021-22 15,18,015    2020-21 262325  
2019-20 425628    2018-19 606397    2017-18 10,78,443

Total for five years 38,90,808

Expenditure incurred on Academic augmentation for five years 2021-22 11,01,925    2020-21 13523760  
2019-20 1552321    2018-19 3401052    2017-18 4530574

Total Expenditure for five years is 24109632

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 73.09

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2021-22	2020-21	2019-20	2018-19	2017-18
1685	1760	1586	1297	1172

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 0.59

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	20	20	20

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships besides government schemes in last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology**

**Response:** A. All of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 55.51

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1150	1290	1200	1100	950

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies**

2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 4.02

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
22	3	26	52	23

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch).

**Response:** 17.43

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 118

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 60

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
2	3	0	1	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
2	3	0	1	0

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 100

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2021-22	2020-21	2019-20	2018-19	2017-18
22	18	24	22	14

<b>File Description</b>	<b>Document</b>
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution**

**Response:**

### **THE STUDENT COUNCIL**

The student council at SKR & SKR Govt. College for Women, Kadapa (Autonomous) this team supports various academic tasks and processes that are vital to the institute's reputation for academic growth and development of the Institution. The college has adopted the system of permitting nominated member called 'Class Representative' (CR) from each class to perform the duties of the Student Council. The Student Council consists of Student Chairperson, Sports secretary, Cultural secretary from Final year Degree programme, Union Secretary from Second year and Joint Secretary from First year degree programme headed by one senior Lecturer.

### **Objectives of the Student Council:**

The Student Council also actively engaged in different administrative responsibilities like members in Restructure and Special fee funds, Student welfare funds and Alumni contribution in BOS meetings of all Departments.

- Providing academic support in addition to classroom teaching through mentorship program.
- To meet industrial expectations through specialised training programs.
- Ensuring discipline inside classrooms and Library.
- Incorporating students' inputs and ideas while making key academic decisions.

- The committee strives to create synergy between the academic experience.
- Teacher's Day, Independence Day, Republic Day, College Annual Day Celebrations, National and International Importance days, National Science Day, National Mathematics Day, National Statistics Day, National Education Day, National Sports day, Mahatma Gandhi Jayanthi celebrations, World AIDS day, National Voters Day, International Women's Day, National Youth Day etc. Freshers Day, Farewell day celebrations etc Student Council involvement is very good, organising the programmes and played very vital role in all activities.
- Conducting Mock Group discussion and Personal Interview sessions for the students to prepare for the Placement and internship process.
- solving grievances and redressals
- The council actively participated in organizing and conducting programmes College programmes and other collegial programs like tree plantation, cleaning of college premises, swachbharat abhiyan, blood donation camp etc.
- The student council have also successfully conducted seminars and workshops on women helpline and eve teasing for safety of the college students.
- The student council also organize annual sports in which many team and individual events were conducted and the winner were given mementos and trophies.
- The student council also organize many cultural activities in which individual and team events like classical and folk dances were conducted and the winner were given mementos and trophies.
- The students are also actively engaged in organizing NCC, NSS and Sports programmes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 60.6

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2021-22	2020-21	2019-20	2018-19	2017-18
62	64	72	64	41

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

#### Response:

The SKR & SKR Govt. College for Women, Kadapa (Autonomous) has registered Alumni association with the name of *Smt. Koti Reddy Rama Subbamma Alumni Association* bearing registration number No: 37 of 2022, Memorandum of Association, Rules and provisions of Sec. (8) of the A.P. Societies Registration Act, 35 of 2001 with elected body to perform certain philanthropic activities towards the institution.

#### The Aims and Objectives Alumni association:

- 1.To understand the College core values, vision and mission and alumni association goals and mission.
- 2.To develop unity, co-operation, right-understanding, inter-relation, knowledge and equal opportunities.
- 3.To create action plan in various functional areas like Communication, Alumni activities, fund raising, Career Assistance and alumni coordination to achieve the goals.
- 4.To promote alumnae involvement by conducting meetings, seminars, cultural programmes at regular intervals and invite alumnae to participate in the events, reunions and also to keep them updated about news, events, talks, workshops, post pictures, videos and events of the College.
- 5.To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
- 6.To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing and coordinating reunion activities of the Alumni
- 7.To conduct the indoor, outdoor games in order to develop both physical and mental growth of the Members.
- 8.To raise and receive funds from the Local people, Philanthropists and other funding agencies for the attainment of the above objects.

The alumni association took initiation and organised the following programmes during the last five years:

- Swachha Bharath “Clean and Green” Programme with students on 23.03.2022.
- The alumni association organised a programme “Donate Hand Full of Rice for the Needy (Annadatha Sukhibhava)”, collected rice and donated to the Church on 09.05.2022.
- The Alumni association performed Saraswathi Panchami in the institution by offering prayer to

Goddess Saraswathi, decorated with new saree with women faculty on 18.08.2022 and shared the views regarding the development of Institution

- The alumni association organised awareness programme to the students of the college on "Precautions and Prevention of Covid-19" and distributed homeopathy medicine to staff and students on 03.08.2020 by inviting Homeo doctor Dr P. Jeeva Prakasham, BHMS, Ex Drug Inspector, AP. Doctor explained symptoms, precautions, medication for control of Covid-19 pandemic.
- Alumni association conducted meeting on 18.09.2020 and assured for the development of Institution and providing certain amenities.
- Conducted a Health Check-up programme on 09.03.2018 and organised Tree Plantation programme on 21.04.2018 with 50 saplings.
- Alumni Association instituted cash awards for Meritorious toppers from BA, BCOM, BSc streams and distributed cash awards Rs. 1116/-.
- Smt S. Suseela, Lecturer in Botany provided topper prize to P. Madhavi, III BSc BZC EM in 2018-19.
- Dr P. Subba Lakshumma, Principal and other faculty sponsored RS. 8382/- to meritorious students.
- Alumni Association sponsored cash awards of Rs.1116/- to three students for Merit students – S. Ameen Mateen, III BCOM (OM), J. Pavani III BA, M Revathi, III B.Sc Biotech.

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

#### 5.4.2 Alumni financial contribution during the last five years (in INR).

**Response:** E. <2 Lakhs

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

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

The governance of the institution is based on certain derived guidelines from UGC exclusively for Autonomous colleges. The Department of Collegiate Education of Govt. of AP, Staff Council, College Planning and Development Council and other Statutory and Non Statutory bodies serve as the foundation for the Institution's Governance.

##### Vision:

To impart value based higher education for women students hailing from rural, poor economic background and bring in change in decision making on par with the needs of the society in the context of globalization and to the building of the Nation.

##### Mission:

- To provide quality education as per the needs of the society.
- To improve Communication skills and technical competencies
- Providing Job oriented new courses to enhance skills and self-confidence.
- Promote positive thinking by organizing Seminars and Workshops.
- To infuse values through specially design curriculum for all round development.

Through top-notch instruction, first-rate facilities, qualified and experienced faculty, modern teaching and learning techniques by using IT tools is with appropriate strategies in curriculum delivery. The college offers students greater options for learning.

Student learning is enhanced through Extension lectures, Entrepreneurial and skill training, Soft Skills, Communication Skills, Environmental Education, and Analytical Skills enhance the potentialities of students to cope up in the competitive world.

By offering the greatest possible facilities, and skilled faculty are provided a conducive working atmosphere. Salary payments are made in accordance with the most recent State Government and UGC regulations. The basic requirement set forth by the UGC for guiding lecturers are followed.

The IQAC prepares plans for short term and long term objectives are determined in accordance with the college's vision and mission.

The college's organisational structure makes it easier to distinguish between the various tiers of leadership and various responsibilities. Effective communication across the hierarchy is facilitated by it.

##### Academic, Financial and Administrative Governance:

To ensure effective governance the statutory bodies and non-statutory committees work together for smooth functioning of Academic, Administrative and Financial aspects.

#### **Statutory bodies:**

1. Governing Body: An apex body that oversees the college within the parameters of autonomy and approves new programmes, the hiring of teaching faculty and the annual budget before submitting them to the UGC.
2. The Academic Council approves the BOS of the study plans, with or without changes. It establishes rules for student entrance, curriculum, co-curricular activities, extracurricular activities, extension activities, and the introduction of new programmes, scholarships, fellowships, and other academic-related concerns.
3. Board of Studies: Creates course curricula, recommends teaching and evaluation procedures, and names of examiner panels.
4. Finance Committee: Serves as a consultative committee to the governing body and reviews audited financial statements, budget estimates, and grants received from State and UGC.

#### **Non-Statutory bodies:**

To decentralize administration the Principal constitute committees with teaching, administrative staff and students. These committees help to ensure that the academic and administrative operations of the college run smoothly. This governance mechanism guarantees that faculty and students are involved in the daily management of academics and related activities. To carry out particular responsibilities, temporary committees are often constituted.

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

#### **6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.**

##### **Response:**

The institution's two key strengths stand out as decentralization and participatory management. The administrative structure of the college allows for the delegation of power and operational freedom to various functionaries in regards to academic, administrative, and financial issues.

Deliberations are used to implement decentralization in two different ways: upwardly (from suggestions and feedback) and downwardly (from approval to execution).

The Staff Council, IQAC/Academic Cell, and Finance Committee are in a hierarchy below the Governing Body. Further down, there are several committees for handling different issues through discussions, such as formulating policies, pushing recommendations, and carrying out responsibilities, ranging from college

level to department level. Every faculty takes part in committee work. Wherever possible, members are made up of both students and non-teaching personnel.

- All significant policy choices are reviewed by the Governing Body for implementation.
- At the college level, daily concerns and procedures are decided by the Staff Council and IQAC/Academic Cell.
- Departments and faculties are free to decide how to organize and carry out extracurricular, co-curricular, and curricular activities.

### Participative Management

The college guarantees faculty participation at both strategic and functional levels. The development of college policies, financial plans, and non-financial plans follows extensive departmental discussions. The staff council, which is made up of the leaders of the various committees and cells, grants approvals. For the daily upkeep of the college, faculty are involved through committees, Disciplinary Committee, Anti-Ragging Committee, Grievance Cell, etc.

Committee/Cell	Role /Responsibility	
Academic Cell	Observing academic activities and associated ones	
Examination Cell	activities associated to exams	
Internal Quality Assurance Cell	Institutionalizing quality, maintaining data, submitting the Internal Audit report, being ready for accreditation	
Skills /JKC Committee	Provide students practical life skills and other employable ones. Set up placement cells and offer placement chances.	

Case Study: Fund Rising from Philanthropists.

Objective: To obtain clearance certificate from UGC.

Role: SKR & SKR Govt. College for Women, Kadapa (Autonomous) has to pay an amount of Rs. 86240 towards disallowed amount in XI plan of UGC. The amount sanctioned by UGC was utilized for the benefit of students and college. But in due course of time it was disallowed by UGC.

CPDC met in the Principal Chamber on 16-11-2021 and resolved to raise the disallowed amount of rupees from philanthropists and social workers. The CPDC in turn appeal to the philanthropist for their charity and might to donate an amount of Rs. 86240. To pay the same amount to UGC in order to get autonomous grant at an earliest date. The philanthropist positively responded for genuine cause and donated same amount from different philanthropist. They directly credited their might in CPDC account. The college staff council applauded their commitment towards the welfare of the college. The CPDC met on 15.12.2020 and resolved to refund the amount to UGC SERO of Hyderabad. Eventually on 21.12.2020 an amount of Rs. 86240 paid to UGC SERO baring account no 0606101053069 through RTGS. This small

episode proves institution's commitment towards participative management in academics and administration.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

SKR & SKR Govt. College for Women, Kadapa (Autonomous) established in the year 1973 in dilapidated Government building with Arts and Science streams. Now the college is premier one in Kadapa District offering higher education to women.

The total campus spread in an area of 3.5 acres with mammoth infrastructure with attached hostel. In due course of time job-oriented programmes were introduced from time to time. College is affiliated to Yogi Vemana University, Kadapa from the Academic Year 2009-2010 onwards. College was conferred Autonomous Status on 24.11.2016 by

UGC from the Academic Year 2017-18 to 2023-24 for a period of 6 years. Now the college is functioning with autonomous status for I and II year Programmes. From the Academic Year 2019-2020, all programmes come under autonomous status. Now the college is offering 18 UG programmes and 2 PG programmes. College prepares perspective plans to achieve vision of the college. The Principal, Academic Council, IQAC and department heads prepared a five year perspective plan (2017-18 to 2021-22) and submit to the Principal for approval and deployment. While preparing this perspective plan, feedback from all stakeholders and are commendations given by previous NAAC committee are taken into consideration. In order to assure the achievement of the strategic plan, perspective plans are developed and implemented annually through action plans, funding allocation, academic and administrative activities, and periodic reviews of respective results.

There will be efficient monitoring and record keeping at every level. Need analysis is done at the grassroots level by committees made up of senior academic members and student nominations, and then resources are identified.

Accordingly, BA TTM in 2017-18, BSC Horticulture in 2020-21, BA HUP UM in 2021-22 programmes and one PG M.SC Zoology programmes in 2020-21 were introduced.

Resources are found in the form of grants/funds provided by the UGC, the State Government, internal resources, CPDC, alumni, or local nonprofit organizations. The process of allocating funds is then finished

according to the needs and priority of the departments. The Central Purchasing Committee shall review the conclusion of quotes, the placement of orders, or the awarding of contracts as necessary. Money is released in stages, and only after the project has been successfully completed is the last installment cleared.

College is accommodating the stakeholders by providing necessary infrastructure. Total number of classrooms are 35, well equipped laboratories 15, Toilets 48.

For effective teaching learning evaluation IT infrastructure is developed to impart better understanding and conceptual learning. For this Virtual labs 2, Digital classes 3, e-classrooms 9 with AP Fibrenet is provided. Learning Management System is also provided to develop and deliver the content.

To monitor students attendance regularly 12 biometric machines were installed and monitoring regularly.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### **Response:**

The college has a clearly-defined organizational structure to strategize future, formulate policies and to run the college in an efficient and outcome-focussed manner. It is constituted by statutory and non-statutory bodies that function in compliance with the vision, Mission, regulations, policies, and statutes stipulated by authorities.

#### **The Organization Structure and functions.**

The Chairman of the Governing Body is the Commissioner of Collegiate Education. For all Administrative, Academic, and Financial affairs at the institution, the Principal serves as the Chief Executive Officer, in managing Academic and Administrative activities. The Vice-Principal and Administrative Officer support the Principal. Policies are carried out by a number of committees, departmental heads, and the superintendent working with the office personnel.

#### **Governing body (GB): Functions**

- Guides the College in the direction of achieving the set objectives.
- Principles and Policies are established, modified, and approved.
- Approves new degree-granting programmes of study.
- Approves the college's yearly budget before submitting it to UGC.
- Approves the construction of new infrastructure and the upkeep of existing services.

- Review the institution's academic record.
- Governing body institutes scholarships, endowments, fellowships, awards and makes regulations for various co-curricular and extra-curricular activities.
- Provides sanctions for recruitment of temporary staff/outsourcing and make recommendations.

#### **Academic cell functions:**

- Finance Committee Meeting
- Governing Body Meeting
- Introduction of new programmes
- Academic Audit
- Review on the Examination Results
- Preparing Academic Calendar
- Collecting the Curricular plans of the teaching faculty
- Monitoring the Departmental activities
- Suggest methodologies
- Coordinate teaching-learning activities.

#### **College Planning and Development Council (CPDC): Functions**

- Before receiving the Governing Body's approval, plans and discusses the college's yearly budget and financial statements.
- Introduces new academic programmes and self-supporting programmes as recommendations.
- Recommends welfare measures for college personnel and students.
- Discusses the college's annual quality assurance report and offers appropriate recommendations.

#### **Functions of the Internal Quality Assurance Cell (IQAC)**

- Quality institutionalization for deliberate and ongoing institution-wide improvement.
- Create systems and practices to make sure academic and administrative tasks are completed in a timely, efficient, and progressive manner.
- Use of pedagogical teaching, learning, and evaluation techniques.
- Organizing workshops and lectures on worthwhile topics.
- Create an institution's future plan.
- Create the institution's annual quality assurance report.
- To carry out internal audits and suggest remedies for deviations found.
- To get the college ready for external authorities' evaluation and accreditation.
- The feedback analysis reports are employed for the review and revision of policies and strategies.

#### **Service Rules and Regulations:**

The UGC, State Government, and Commissioner of Collegiate Education rules and protocols are followed with regard to the service norms, procedures, recruiting, and promotion of personnel in compliance with the laws and regulations of the Government of Andhra Pradesh.

#### **Grievance Redressal Mechanism:**

Concerns regarding the teaching and non-teaching personnel are addressed by the college Grievance Redressal Committee. The committee provides prompt action after proper enquiry of both parties. Complaint boxes are used to relay student complaints, which are then addressed by the Grievance Committee in a suitable manner.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) believes that healthy organizational environment is necessary to enable employees to perform their functions productively towards achieving organizational goals. Good working environment results in harmonious working relationship between the authorities and employees. The College is a state-sponsored Government of Andhra Pradesh Educational institution. As a result, both teaching and non-teaching staff are covered by the A.P. Government's employee Rules and Regulations and also welfare programmes.

**Non-monetary welfare support measures/initiatives:**

- Adjustable timings benefits extended to Faculty /Staff who are nursing mothers.
- Encouragement to Teaching Faculty for attending approved RC/OC/Seminars/Workshops and other conferences.
- Research support (M.Phil or Ph.D) through time allowances and usage of library facilities and infrastructure.
- Canteen facility is available in campus.

### **1. Andhra Pradesh Government Life Insurance (APGLI):**

This social security measure is required for all employees of the government and serves to protect their wellbeing. The finance department has administrative responsibility over the department. The governing committee is led by the honorable finance minister.

### **2. Group Insurance Scheme:**

The Life Insurance Corporation provides this type of group life insurance protection. All state employees who work in government must comply with this. Depending on which comes first, the employee's payment plus interest is made at the time of death or retirement. Finance and Planning (Finance Wing – Accts.Ii) Department G.O.Ms. No 293. Dated 8th October, 1984.

**3. Employees Health Scheme:** Employees Health Scheme (EHS) replaces the current medical reimbursement system under "The Andhra Pradesh Integrated Medical Attendance Rules, 1972 (APIMA Rules, 1972)" by offering cashless treatment to all State Government employees, including State Government pensioners, as well as their dependent family members through a network of hospitals that have been accredited by Dr. NTR Vaidyaseva Trust. All of the therapies indicated will be treated under the plan in Network Hospitals.

**4. Provident fund:** The AP General Provident Fund is an additional source of income for the subscriber after retirement and serves as a social security measure for the subscriber's family in the event of his passing. The provident fund procedures were governed by the Andhra Pradesh General Provident Fund Rules 1935, which were in effect from 1.3.1963 to 31.8.2004.

**5. Andhra Pradesh Employees welfare fund:** Membership in the Andhra Pradesh Employees Welfare Fund is required of all state employees. Andhra Pradesh established the rules governing the fund in G.O (P) No. 173 dated 28.5.1980 for a variety of humanitarian initiatives. Each State Government employee makes a one-time contribution of Rs. 50 and then remits Rs. 20 from their March paycheck, which is paid in April each year. The DDO and District/State level committee make the loan from the fund available to the member for family rituals such as Medical, educational, and ceremonial expenses.

**6. Government of Andhra Pradesh granted maternity leave** 180 days for women employees to care for their health and well-being during Pregnancy, Child birth and the postpartum period with full pay complete with G.O.Ms. No. 175 Dated: 01-11-2013. HEALTH, MEDICAL AND FAMILY WELFARE (M2) DEPARTMENT, Govt.of Andhra Pradesh.

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

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 1.37

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	2	0	0

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

### 6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.

**Response:** 5.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	4	4	4

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

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 41.13

#### 6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
15	13	50	35	5

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

The College has mechanism for both internal as well as external audit by the statutory Auditors to audit at regular intervals as part of financial management and compliance. The Accountant General, A.P., is the government institutions' external auditor, and the Commissionerate of Collegiate Education's audit team or a regional joint director of collegiate education must conduct internal audits (inspections) on a regular basis. Apart from the standard audit mechanism, the principal of the college shall constitute the internal audit team to check the income and expenditure details of departments, sections and accounts at the end of financial year and submits their report to the principal with remarks if any for further process.

The funds/grants received from various internal and external organizations including UGC, RUSA, CPE, DST and UGC autonomy grants, among others, will be audited by a chartered accountant that the institution has employed. If the above organizations sanctioned grants to the college for any development activities, utilization certificate will be submitted to the organization duly signed by the chartered account to verify the income and expenditure statement provided by the college.

The institution will receive a report or letter if any discrepancies or objections are brought up by outside organizations or audit parties during the external and internal audits carried out by the AG or

Commissionerate of Collegiate Education or the Regional Joint Director of Collegiate Education. In the year 2018 AG external audit was conducted on 14.12.2018 and submitted the audit report. No significant findings or persisting irregularities are found in the report. As a result, the Principal will provide the necessary information to the relevant departments in order to waive the relevant objections. The fund will be recovered from the appropriate Institution/Principal or the individual involved and will also be recommended for appropriate disciplinary action if the audit parties are not satisfied with the information presented for the objections.

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

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

Response: 0.56

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.4807	0.0234	0.005	0.01	0.045

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

Response:

The major financial resources of the institution are the fee collected from the students and donations from the philanthropists and public. In addition to these regular sources, efforts are also made to mobilize additional finances to meet the demands of the institutional needs and requirements. The strategic plans for both the short and long-term requirements are used to evaluate the needs. Merit scholarships, medals are instituted for honoring outstanding students out of the donations collected from individuals or institutions

and Alumni while maintaining good relations with them. The source to be tapped will be finalized and the nature of requirement after thorough deliberations with appropriate committees. The organization puts all of its effort towards leveraging both internal and external resources. Records are kept to prove that these resources are only used for the intended purposes for which they were allocated.

The college received funding from the State Government, UGC Autonomous Grants, RUSA grants to improve the overall quality of the Institution, and UGC Plan Grants under various schemes. For the additional costs incurred to run the courses, the college obtained funding from the following internal sources: Special Fee, Fee for Restructured Courses, Fee for Self-Financed Courses, and Fee for Skill Development Courses (JKC).

#### **Funds received under CPDC, Alumni and Philanthropists:**

To mobilize needful resources for the development of college and to the benefit of student stakeholders CPDC, Alumni, Philanthropists committees are formed from local communities. Among that college planning and development committee, alumni association/philanthropists bodies are formed with local members and experts with non involvement in rules and regulations.

- If any donation/contribution collected or received under CPDC by the members or other members (Philanthropists) will be credited in authorized national bank on the name of CPDC.
- If any donation/contribution collected or received under Alumni also credited in any nationalized bank on the name of Alumni Association account.

#### **Proper Utilization of Resources:**

At the end of the fiscal year, departments inform the principal of their needs for physical infrastructure, laboratory equipment, chemicals, and human resources. Budget allocations are prepared for the needs that the committees and clubs submit based on the planned activities for the upcoming academic year. Every year the institute prepares a budget, which involves projected revenue and expenditure and capital expenditure to manage the funds effectively and plan well in advance. While preparing the budget the department requirements includes co-curricular and extracurricular activities are Included in the annual budget.

- The ideas are screened, prioritized according to needs, and recommendations are made by the finance committee, which is made up of the principal and senior faculty members.
- Our college's Academic Cell keeps an eye on the autonomous funds allotted to the departments in accordance with the rules.
- Purchases are made after requesting quotes or estimations from several different companies. Cost and quality are the deciding factors when making purchases.
- At the end of the year, the departments and committees deliver their accounting for the money they spent.
- Regular audits, both internal and external, guarantee proper auditing and openness.

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

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

### Response:

- Prepares academic calendar in association with academic council and examination cell as per the guidelines.
- Took initiation in introducing employable new UG programs and 1 PG program.
- Analysis of student feedback on teaching, learning and evaluation process of the respective courses.
- Organizing academic and administrative programs for the staff annually.
- Monitor departmental action plan and teacher's annual academic plan.
- Promoting research culture among staff.
- Development of annual quality assurance of the college.
- Organization of seminars and workshops on quality related themes.
- Participation in NIRF and APSCHE.
- Motivating staff to submit research papers in repeated journals.
- Submission of proposals to introduce need based new programs.
- Adopting new methodologies in teaching learning evaluation.
- Encourage to adopt best practices.
- Inviting eminent personalities/subject experts to provide guest lecture to the students.:

### Digital Campus:

The mission of the college is to create the college as smart campus where all stakeholders work efficiently with responsibility by using ICT based teaching and learning tools to achieve better outcome. For this the IQAC formulated plans to establish required infra and ICT equipment from the available funds.

The IQAC took initiation in procuring additional classrooms and for renovation from RUSA funds. Accordingly 6 new rooms were available for new programs and for labs. In the year 2018, two virtual labs and three digital labs were installed as a part of preparation to transform as smart campus. Apart from these provided LMS, biometric attendance equipment with AP Fiber net connection with 40 MBPS and another 40 MBPS BSNL network also provided to facilitate all digital initiatives for teaching learning and communication.

To safeguard college property and students 24/7 video surveillance (CC TV) mechanism was set up along with security guards. To achieve smart campus status IQAC has initiatives number of eco friendly measures were taken. The far most one is installation of 20 KW solar energy system with 64 panels, Per

Annum an amount of Rs.220400 has been saved by using conventional energy resources by the college.

A new computer lab was established with 21 computers to provide hands on experience to students. All departments also provided with computers for transact of communication and for academic purpose.

Library is partially automated with SOUL software, INFLIBNET facility is available. Students and staff can browse study material from SWAYAM, NPTEL, Shodhganga, etc. A separate browsing center with 9 computers is available in library.

Examination section is also automated with SPES software to conduct examinations and generate related grade certificates to publish results.

#### **Promotion of e-Content Generation:**

E-content in education is a powerful tool to that may be used effectively and proficiently within the classroom to make more exciting learning environment and delivery higher level of expertise to students. All type of students is going to learn from modern ICT technology to integrate with educational pedagogy... It is valuable to the learners and also helpful to teachers of all individual instruction system remotely as well as face to face... Most of the e-content preparations consider the learner only as a self-learner.

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

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

#### **Response:**

**SKR & SKR Govt. College for Women, Kadapa (Autonomous) is implementing TLP- Teaching & Learning app to monitor the classes, AP FRS app Face recognition app, I MAP Industry Connect Map for Internships, Online Fee collection app etc. are the evidences of incremental improvements.**

The college's IQAC regularly evaluates the teaching and learning process, as well as its organizational structures, operational approaches, and learning results. The measures to improve the teaching-learning process include: Annual assessment of the syllabi by the Boards of Studies. Restructuring and updating of syllabi every three years, if needed. Assignment based teaching-learning process with adequate use of the central library. Career counseling. Classroom seminar and classroom presentation. The IQAC reviews teaching-learning activities on a regular basis, conducting of induction programme to the new entrants,

departmental activities, annual academic plans, teaching diaries, teaching notes, bridge courses, remedial programmes, and the use of ICT-based pedagogical methods, among other things. Below are a few examples of IQAC initiatives.

The IQAC has developed a successful feedback mechanism for the college's teaching and learning process. IQAC evaluates and updates the teaching-learning programmes in light of stakeholder feedback. According to the Autonomy provisions, it is permissible to add or remove programmes, courses, or course materials to meet market demands. As a result, market oriented UG and PG programmes in the year 2017-18 B.A Travelling Tourism Management Course, in the year 2020-21 B.Sc (Horticulture), in the Year 2021-22 B.A (HUP) programmes were introduced. In P.G M.Sc Zoology Programme was introduced in the year 2020-21.

The IQAC evaluates the workload based on the sanctioned student strength at the start of the academic year and advises the Principal to appoint the necessary number of contract or temporary/guest faculty to ensure that classes run smoothly. The Curricular Plans are created to explain the pedagogy approaches along with curricular, co-curricular, and extracurricular activities in order to support student-centric ways in teaching and learning. The IQAC held a number of training programmes with all faculty in the development of a number of student-centered pedagogy tools, including PPTs, in preparation of LMS e-content, use of INFLIBNET facility, Group Discussions, games, Projects, Classroom Seminars, interviews, role plays, surveys, and more.

The college's academic infrastructure has been strengthened to the existing ICT classrooms by establishing 2 new virtual classrooms, and 3 new digital classrooms to endow with ICT enabled teaching. Additionally, planning to establish recording room to prepare e-content. This provision may also helps in preparation to conduct MOOCs online courses.

To give students "hands-on experience", internships, project work, field trips, and community service projects have to be performed in their stay period. The faculty is deputed to participate in Orientation and Refresher Courses, Seminars, Workshops or to FDPs to enhance their knowledge. The addition of Certificate Courses, Foundation Courses, Skill Development Courses, and Value Education programmes strengthens teaching-learning as well.

IQAC conducts post result review meet on declaration of semester end results wherein the faculty of course in which students has performed poorly is requested to come up with valid reasons and remedial measures. The measures to improve evaluation include: (a) Review and rationalization of the credit system and grade system. (b) Improvement of modes of Continuous Internal Assessment. (c) Thorough evaluation reform, upgrading the rules, regulations and conduct of evaluation.

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

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. Any other quality audit recognized by state, national or international agencies (ISO Certification)

**Response:** All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.**

**Response:**

#### **“The Hand that Rocks the Cradle rules the world”**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has well established Women Empowerment Cell and protecting 2099 potential girl students. The faculty conduct programmes on gender sensitization and gender equality by inviting the eminent personalities from organisations to empower girl students to realize their potentialities and power in socio economic and political spheres of life. The cell encourages the girls to talk about women issues and tries to sensitize the youth about gender reality. WEC prepares strategic action plan with objectives to build capacities and capabilities to solve the problems.

**Objectives:**

- To empower women students by organizing guest lectures, seminars, workshops, awareness programmes.
- To make them mentally strong, and to develop problem solving capacity awareness programmes on women rights are conducted by Legal services Authority, Kadapa.
- To ensure physical fitness among women students, self defense courses and health awareness programmes organized.
- To develop cordial relationship between teacher and taught, Mentor-Mentee system is implemented.
- To organize Stress Management, Yoga, Meditation sessions for stress free environment.
- To impart entrepreneurial skills among the students, skill development courses and certificate course in employability skills are conducted.
- To make them techno-savvy and computer-savvy, technical and computer skills are being practiced.
- The college celebrates International Women’s Day every year by conducting various competitions, organizing rallies and motivational lectures.
- The Women Empowerment Cell of college takes care of the safety and security of women. It protects the rights of women and looks after their amenities and their maintenance. It conducts various gender sensitive campaigns, seminars and workshops.
- Girl students are deputed to attend women conferences and parliaments.

**Safety and Security:**

- For college students owing to the safety and security measures taken by this college that girls in large number join this college.
- The Discipline Committee and anti-ragging Committees pay Special attention to the safety and security of women.
- Anti-ragging slogans and the punishments awarded thereof are also mounted on the college walls.
- Well-protected hostel facility is provided to the girl students.
- Girl students are periodically trained in self-defense technique to face any emergency.

- The SHE teams and SAKHI teams, the protective wings of the Police Department women staff visits the college twice a day to check eve-teasing and ensure protection.
- Complaint Boxes are set up at all strategic places for students to drop complaints and suggestions about any inconvenience they experience in the college.

### Counselling:

The college Counselling sessions are also organized to girl students on various issues such as their health and hygiene, handling the eve-teasers, the evil of early marriages, women's rights, etc. by inviting experts from the fields of Law, Medicine and police.

### Awareness Programme on Gender Sensitization:

In connection with World Literacy Day, the Women Empowerment Cell of the college organized awareness programme on "Gender Sensitization" on 08-09-2021 in the auditorium of the college. Dr. P.Subba Lakshumma, Principal has focussed on gender equality and Women Education.

### Beti Bhacho Beti Padavo:

National Girl Child day celebrations organised every year on 24th January.

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** B. 3 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

#### Response:

SKR & SKR Govt. College for Women, Kadapa (Autonomous) follows a three prong strategy for waste management - Reduction of waste generation, improving facilities for in and off campus processing of waste, promoting a clean campus through behavioural change programmes. This institution has been implementing effective waste management practices such as segregation of Solid waste and Liquid waste to protect environment, health and well-being. This institution has a permanent mechanism for minimizing the wastage on the campus, be it of time, power, paper, or water. However, where wastage is inevitable and unavoidable, it is managed quite effectively. It is either deposited safely successfully for the benefit of nature and community. Reduction of waste generation is mainly achieved through adoption of green protocol. Steel cups and containers, cloth banners, bags etc which are alternatives to plastic materials are promoted while conducting functions. The NSS unit of the college lends steel containers for use in various functions. The college community is asked to segregate waste. Coloured bins are kept to separately deposit biodegradable and non-biodegradable waste. The NSS unit of the College devotedly conducts "Clean Campus Green Campus" initiative. Mainly, the institution manages three types of wastes.

- SOLID WASTE MANAGEMENT
- LIQUID WASTE MANAGEMENT
- E-WASTE MANAGEMENT

#### Solid Waste Management:

It is segregated and collected by Kadapa Corporation to dispose off properly to the dumping yards. Waste like plastic, metals, glass, cardboard, newspaper and stationery are collected, segregated and sold to authorize vendors. College adopts paper less digitization of office procedures through electronic means via Whatsapp group, email and Google classroom, Staff circulars in Google drive, Google Document. Teaching faculty are sharing Digital assignments to the students through e-mails, Google docs etc. Online certificate courses, Online Quizzes, online classes, online seminars/Workshops.

- The institution has been taking all kinds of measures to make the campus free of plastic and other solid waste.
- The college encourages the students to use recycling paper for their rough work.
- Dry leaves are frequently collected by the Municipal Corporation.
- Every class room has dustbins for wet and dry wastages.
- Every wash room has incinerator facility for safe and hygienic disposal of napkins.
- Plastic polythene covers are not allowed into the campus.

#### Liquid Waste Management:

This system is adopted in campus to minimize the chemical and biological load of domestic sewage and disposed periodically. Liquid and semi-liquid wastes are safely disposed periodically. The excess of water is used to botanical garden and flesh tanks in the washrooms. Students are made aware that conserving water is equivalent to conserving their future. Drinking water from the tap, and refilling bottle as often as the students need.

**E -Waste Management:**

- With the proliferation of electronics also comes the challenge of their proper disposal.
- Outdated/non-working electronic waste, with the permission of the CPDC is sent to market for sale through Andhra Pradesh Technology Services Ltd.
- The College is grappling with ways to efficiently handle the issue of electronic waste on campus.
- The used up printer cartridges are reused by refilling.



File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** A. Any 4 or all of the above

<b>File Description</b>	<b>Document</b>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

#### **7.1.5 Green campus initiatives include:**

- 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**

**Response:** A. Any 4 or All of the above

<b>File Description</b>	<b>Document</b>
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### **7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

**Response:** A. Any 4 or all of the above

<b>File Description</b>	<b>Document</b>
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

**Response:** A. Any 4 or all of the above

<b>File Description</b>	<b>Document</b>
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Details of the Software procured for providing the assistance	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**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 500 words).**

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) provides opportunities to grow and develop for both students and staff belong to various regions, sections of society with different cultures. To create tolerance and harmony among students and employees the institution organises several programmes. To bring harmony among the people, the national festivals like Republic day, Independence Day are celebrated with patriotism and enthusiasm. On these occasions Principal delivers motivational speeches to inculcate the importance of Nationalism in students and staff. Ambedkar Jayanthi, Gandhi Jayanthi are celebrated with great zeal. The contribution of great leaders in propagating tolerance and harmony in the people is highlighted by focusing the principles and ideologies preached by them. Guest lecturers arranged on the topics related to cultural, regional, linguistic, communal, Socio-economic to develop National Integration among staff and students. Special programmes

initiated to sensitize students on gender equality by celebrating International women's day, National Girl Child day, Beti-Bacho and Beti-Padavo, Kishori Vikasam and organised many diversified programmes National Statistics day, National Mathematics day, National Constitution day, and National voters rally to transform them as responsible citizens of India. Cultural committee organises competitions held at college, district, State, National level to promote cultural harmony.

India is known for its cultural diversity and colourful festivals. We help students to relate to the culture and heritage of our country and connect with their roots and make them aware of the national pride

and rich cultural heritage, the National/International commemorative days are regularly being celebrated and observed.

The spirit of nationalism and patriotic fervor are spreading in entire part of Kadapa College. The institution organizes national festivals and birth/death anniversaries of the great Indian Personalities.

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The events and festivals organized at college are often celebrated with great pomp and gaiety. Therefore our college celebrates and organizes the birth anniversaries of national heroes and important Days. We celebrated the various days like World Environment Day, International Yoga Day, Independence Day, Republic Day, International Women's Day, National Science Day. We also celebrated Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, Smt. Savitribai Phule, Lokmanya Tilak, Swami Vivekananda. The college also believes that education will allow the students to bloom, blossom, giving them the right platform where they will work towards becoming a responsible citizen.

Celebration of Independence Day starts with hoisting of the flag by the Principal of the college followed by well-practiced march past by NCC cadets. Patriotic songs praising the greatness of the country as well as sacrifices by national leaders who laid down their lives in achieving Independence. Later, the principal addresses on the occasion. The students are given opportunity to deliver speech highlighting the development of post independent India. Republic day is also celebrated with department of political science taking active part in briefing the students on constitution of India and inspiring them to know the responsibilities of students.

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

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

SKR & SKR Government College for women, Kadapa (Autonomous) sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen.

- To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the College community.
- The students are inspired by participating in various programs on culture, traditions, values, duties,

and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

- The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.
- The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students.
- Guest lectures and workshops are arranged by eminent personalities to deliver lectures on ethics, values, duties, and responsibilities and on saving the environment. Ethical Values, rights, duties, and responsibilities of citizens.
- The Institution conducted awareness programmes on constitutional obligations values, rights, duties and responsibilities of citizens to promote the spirit of patriotism. The ultimate aim should be to improve simultaneously the standard of life, the quality of life and standard of living of an individual.
- The citizens must cherish and follow the noble ideals which inspired the national struggle for freedom.
- To create constitutional responsibilities the Institution celebrates Republic day, Independence day, National Voters day, World Human Rights day and National Integration day. Swachh Bharat program is implemented in the college in true spirit to keep the campus always clean and green.

Awareness programmes are conducted to make the students responsible citizens of India and to realize them the fundamental duties:

1. To abide by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem;
2. To cherish and follow the noble ideals which inspired our national struggle for freedom;
3. To uphold and protect the sovereignty, unity, and integrity of India;
4. To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic, and regional or sectional diversities; to renounce practices derogatory to the dignity of women.

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

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### **7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

SKR & SKR Govt. College for Women, Kadapa (Autonomous) celebrates National festivals Independence day, Republic day, and birth anniversaries of the national leaders, social reformers and eminent personalities to inculcate moral values and promote national integration.

Celebration of Independence Day starts with hoisting of the flag by the Principal of the college followed by well-practiced march past by NCC cadets. Patriotic songs praising the greatness of the country as well as sacrifices by national leaders who laid down their lives in achieving independence. Later, the principal inspires the audience by throwing light on sacrifices of freedom fighters and National leaders and progress of country. The students are given opportunity to speak about the development of post independent India.

Republic day is celebrated with great joy and on a grand scale. Principal very clearly explains the importance and writing of Indian Constitution by Dr B.R Ambedkar who is called the father of Indian constitution and highlights the importance of human rights and responsibilities.

Birth anniversaries of renowned personalities like Mahatma Gandhi, Lal Bhadur Shastri, Dr. S. Radha Krishnan, Dr. B.R. Ambedkar, Dr. A.P.J. Maulana Abul Kalam Kalam Azad and Swami Vivekananda etc. are celebrated to pay tribute with lot of spirit. Students are inspired the Contributions of these great leaders. In connection with these celebrations, elocution, essay writing, Quiz, Seminars, Painting competitions are conducted. The Institution celebrates World Environment Day, International Yoga day, Teachers day, National sports day, MatruBhashadinotsavam, World ozone day, World Tourism day, World animal day, Gandhi Jayanthi, World Tobacco day, National girl child day, National constitution day, NCC day celebrations, International accounting day, National Education day, World AIDS day, National pollution prevention day, National flag day, National Mathematics day, National consumers day, World cancer day, National Science day, International Women's day, NSS day celebrations etc.

India is known for its cultural diversity and colourful festivals. We help students to relate to the culture and heritage of our country and connect with their roots and make them aware of the national pride and rich cultural heritage, the National/International commemorative days are regularly being celebrated and observed.

The college believes in celebrating events and festivals in college. It is an integral part of learning and building a strong cultural belief in a student. The events and festivals organized at college are often celebrated with great pomp and gaiety. Therefore our college celebrates & organizes the birth anniversaries of national heroes and important Days. We also celebrated Birth Anniversaries of Dr. Sarvapalli Radhakhishnan, Smt. Savitribai Phule, Lokmanya Tilak, Swami Vivekananda.

The college organizes every year national festivals viz., Republic day, Independence day and birth anniversaries of the national leaders, social reformers and eminent personalities to inculcate moral values and promote national integration. Patriotic songs praising the greatness of the country as well as sacrifices by national leaders Later, principal inspires by citing the examples of Mahatma Gandhi, Lal Bhadur Shastri, Dr. S. Radha Krishnan, Dr. B.R. Ambedkar and students also share their views.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

### 7.2.1. INSTITUTIONAL BEST PRACTICES

#### BEST PRACTICE – I

#### TITLE OF THE PRACTICE: MENTOR AND MENTEE SYSTEM.

(All-rounder Development of young women students)

#### OBJECTIVES OF THE PRACTICE:

- Deliberate and systematic Knowledge transfer.
- Work together to reach the goals of the mentee.
- To encourage mentee to track their progress frequently.
- To set a realistic time line for mentees.

- To know how realistic goals are.
- To create and reinforce a positive organizational culture.
- To provide soft skills and life skills in order to be effective.
- To provide holistic development.

#### **THE CONTEXT:-**

Students with different economic, social, financial and regional backgrounds are admitted in the institutions. The institution caters to young women needs. Due to varied reasons, students often do not confide their problems to anyone, which could lead to emotional imbalance, disheartenment and frustration. Many of them are ill prepared for the rigorous English Language teaching and sudden exposure to new town makes them confusion. Being away from home, such students can best look up to their teachers for support and guidance. Hence the institution initiated the mentor –mentee system to ensure overall welfare and development of the students who admitted in the college with a healthy student environment.

#### **THE PRACTICE:-**

- 1.The institution has adopted Mentor and Mentee system to fulfill the mission of the college and to cater the needs and aspirations of the students.
- 2.Each faculty member is allotted 25-30 students as mentees with the task to mentor his/her students.
- 3.Each faulty member has been given a printed book to register mentees personal and academic information.
- 4.It is an ongoing process, extending throughout the student’s study in the college.
- 5.Mentees are encouraged to regularly interact with their mentors and discuss any issues.
- 6.In regular Mentor – mentee meetings various activities like career goal setting, presentation skills, communication skills, resume writing, aptitude test etc. are organized.
- 7.Mentees are counseled and also informed about the various facilities and scholarships that are available for them.
- 8.Mentors keep all academic records of their mentees, monitor their attendance and progress and take care of even their personal problems
- 9.The college environment helps students to explore their emotional and psychological problems and find solutions.
- 10.Twice in a week Human Values and Professional Ethics are taught, to develop values among the students.

#### **4.EVIDENCE OF SUCCESS:-**

- 1.It develops a healthy relationship between the mentor and mentee.
- 2.The faculty members have successfully helped the students with problems in the area of relationship.
- 3.This system Increased student self-satisfaction.
- 4.Students have been joined in NSS / NCC to serve the society.
- 5.Increase in student attendance and improvement in students’ academic performance.
- 6.A bond of Stronger relationships have been forged amongst students/peers, faculty and parents.
- 7.Improvement in the sense of belongingness about the institution. Hence students take the initiative to turn/switch off taps, lights and fans when not in use
- 8.Parents were happy to have a system where, the overall progress of their ward is monitored and

informed to them timely right from the first year till the course completion.

### **5.PROBLEM ENCOUNTERED AND RESOURCES REQUIRED:-**

- Due to lack of sufficient infrastructural facilities it is very difficult to allot a separate room for each mentor.
- The faculty members have to be sensitized regarding the values of the institution.
- Due to busy academic schedules the faculty makes it sometimes difficult to devote adequate additional time to the mentees.
- Faculty members have to aware of their own emotions and subjectivities.
- Faculty needs requisite training for enhancement of mentoring effectiveness.
- At the beginning the students are not interested to update their details in mentor book.
- They are hesitant to openly discuss/ express their problems with the mentor.
- Students are not confident on their mentees.

### **BEST PRACTICE - II**

#### **Title of the Practice : Skill Will Club**

#### **Objectives of the Practice**

A majority of employers are on the lookout for people who practice integrity, honesty, Commitment to the profession. The programme aims to import soft-skills including communication skills, presentation skills. Personality Skills and Job-Skills help students to acquire General English Skills and help to remove mental blocks involved in communication. The institution recognized the needs to inculcate these values in the students. The skill will club aims to train students in soft-skills to empower them to compete in the job-market. Soft skills contribute to increasing the students' performance and productivity at the workplace with excellent time management and communication skills. It helps the students to build a good relationship in one's personal life and professional life.

#### **The Context:**

- 1.To achieve the needs of present job market skill education is essential for graduate students / youth.
- 2.Skill acquisition is the ability to the trained on a particular task or functions and become expert in it.
- 3.So skill based education should be part of any teaching programme.
- 4.Skill acquisition makes the students employable besides the obtaining of the degrees.
- 5.For this purpose, initiative has been taken up and the curriculum also designed with the actual requirements of the job-market in mind and to create will among students to competing the job-market, equipped with the necessary soft-skills.
- 6.In charge of the English Department is responsible for inculcating values to the students by means of conducting soft skills classes.
- 7.The students are trained how to practice punctuality, right attitude, right body language and public speaking.

#### **The Practice:**

The practice involves a group of teachers to voluntarily conduct classes and provide training to students.

Teachers from the Department of English have designed the programme, and the programme will be held with the help of teachers from all faculties. Teachers put special efforts without remuneration besides the regular work. No fee is collected from the students for the purpose. The club identifies a large group of 30 students through simple test orientation programme conducted for the students to know the importance of the skill acquisition.

- Theory classes Time: 25-30 hrs.
- Students are equipped with the audio system, audio cassettes, cd's and the course books, Cambridge series books for better understanding of pronunciation and to build conversational skills.

#### **A.English speaking practice:**

- Audio versions of conversation.
- Phonetic pronunciation of vowels and consonant sounds.
- Listening tracks of 1 minute to learn the pronunciation and to find out the concept.

**B.Reading Practice:**Text reading, news paper reading, reading aloud, poem recitation.

#### **C.Writing:**

- Writing conversation for an imaginary context.
- Letter writing practice.
- Report writing.

#### **D.Group Discussion:**

- Involving teachers for practice and giving tips to the students for moderation in Group Discussion.
- Playing video presentation of group discussion.
- Critical commentary and tips on GDs'.

#### **E. Job Skills:**

- Giving instructions on Mock Interviews and conducting interviews.
- Theory classes on interpersonal skills.
- Resume preparation.
- Practice on telephone etiquette.

#### **Evidences of Success:-**

The impact of the programme is very good students developed self-confidence to overcome the stage fear to present and to give presentation, seminar, self-introduction etc., A large number of students intend to join the programme and want to get the benefit of this voluntary initiative from the teachers. Although students are compulsorily attending these classes, they do not find it a burden as it helps them personally.

#### **Problems Encountered and Resources Required:-**

- Technical issues relating to the practice of sounds of English.

- Time taken to see the changes in the personality.
- Lack of exposure on phonetics in early academics.
- Internet connectivity problems.

### **Resources Required:**

Cambridge series books are required.

Audio-visual equipment needed.

Suitable furniture need for Group Discussions and Mock interviews.

### **BEST PRACTICE – III**

#### **Title of the Practice: Field Trips**

#### **Context:**

- The purpose of the field trip is usually observation for education, non-experimental research or to provide students with experiences outside their everyday activities, such as going camping with teachers and their classmates.
  - Botanical gardens develops aesthetic pleasure and out of conservational concerns. Facilitates plant collections serve the purpose of display as livelihood, education, research, conservation, environmental education.

#### **LEARNING OUTCOMES OF FIELD TRIP**

1. Learn about important morphological characters of plants for taxonomic purposes.
2. Learn to make plant collections for a wide range of future uses.
3. Collect and prepare botanical specimens [for herbarium with the help of field note book] for scientific purposes.
4. Learn Ex situ conservation strategies in botanical garden.
5. Independently prepare and develop a reference collection with notes about diagnostic characters that serves as a practical and to plant.
6. Field trips enhances their critical thinking skills and gives students a chance to think about a topic or theme from a different perspective.
7. Field trip gives students the chance to experience new venues
8. Enhances the Curriculum.
9. They allow students to have a real-world experience. ...

10. New Learning Environment. Field trips also allow the students to learn outside of the classroom. 10. Develops Team Building.

11. Develops Planning

12. Improves Liability.

**Resources:**

- Botanical Gardens, Historical Museums etc.,
- Zoo, Aquarium
- Nurseries
- Farm houses
- Fields
- Hills
- Valleys

**BEST PRACTICE – IV**

**Title of the Practice: Guest Lectures**

**Context:**

- Guest lecturers provide an important educational experience for students based on their real-world life experiences.
- Students get to see the insight and perspective of the guest lecturers' specific field.
- They enable students to interact with professionals in formal and informal settings.

**Learning outcomes**

- Seminars are the most important training device. When properly designed, they are a time and cost efficient method of producing active involvement of learners compared to individual training activities. Seminars are learning and teaching arrangements which allow for active participation of participants, and they are usually conducted in small groups. Seminar concentrates on delivering the information and discussion of the pertinent issues.
- In a learning environment different and unique from classrooms, students learn more effectively and efficiently. Far from the textbooks and academic syllabuses, students research and learn on their own which boost their confidence, performance, and productivity.
- Talking and learning about a new topic will encourage the students to explore new areas relevant to the topic. Students will feel motivated to research and learn new things. With proper guidance from teachers and experts, students feel motivated to publish their own **research journals**, contributing significantly to the education sector.
- Seminars provide a chance to interact with experts from the specific field. Discussing about the relevant topics of the particular subject, students tend to learn about the latest information and new skills related to the concerned subject.

**Problems Encountered:**

- As a result of genuine interest shown by the students to know and learn about the subject, they research about the particular topic with the help of expert guidance and land in their conclusion after a careful investigation, experiment, and simulation.
- To provide attendees with educational sessions and sometimes technological displays encompassing the best and most current information in the particular field.
- To generate activities of professional association.
- The experience gives students the opportunity to connect with professionals and create meaningful learning connections
- To transmit information, to create interest (and to motivate students), to promote understanding (affect) power among the students.
- Colleges,
- Universities,
- Institutions etc.,

File Description	Document
Best practices in the Institutional web site	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

Since the establishment of SKR & SKR Govt. College for Women, Kadapa (Autonomous) in 1973, it has been striving hard to facilitate the quality education to its women students and to achieve academic excellence. The institution aimed at overall development of women students and it can be distinctively noteworthy through increasing enrolment and pass percentage every year. The institution is focusing on overall development of all the student especially girl students to make them aware of the importance of being educated, self-reliant, confident, and can take care of themselves at crucial times. Awareness programs and training programmes are conducted to develop will power, strength, confidence are planned like, karate coaching, yoga practice, and involving them in rally's, skits, like betibachao betipadao, importance of personal hygiene, awareness programs on female feticide, conducting lectures on woman health by inviting lady doctors, to conduct health check-up etc. Students encouraged to participate in competitions and given lead roles in gatherings, functions, to bring in them the organizational skills.

The SKR & SKR Government College, Kadapa has specific Vision, priority and thrust focuses on attaining the graduate attributes like

- Excellence in Teaching,
- Learning & Research Interdisciplinary
- Knowledge
- Sustainability

- Ethical values
- Nation Building.

The college has evolved various strategic policies and procedures that place the needs and benefits of students on the top. They mirror the vision, mission and core values of the institution and sustain its commitment to create a vibrant teaching, learning and research environment.

The education policies of the College focus mainly on quality assurance through a fool proof evaluation system. The institution invests its best efforts to analyse the feedback from stakeholders on the quality of the curriculum, its methods of transaction, infrastructure, and sustenance. It resulted in strengthening the vital areas of teaching, learning and infrastructure. Internal and external Academic & Administrative Audits also help analyse quality with an objective to improve the functional efficiency of the institution and promote accountability.

Research is the quest for knowledge and it is the way the academia benefits the outside world. It equips students with host of other traits such as inquisitiveness, analytical skills, forming hypothesis and arriving at conclusions from a complex situation. This in turn helps them through their career and life. The Institution has become a source of generating high calibre manpower and a repository of national intellect in various spheres, particularly in the field of Science.

Human resources, material resources and financial resources are central to the inclusive growth of this institution. The institution has been successful in procuring and utilising required resources. Effective budgeting combined with strategic planning helps manage multiple priorities for a potential future.

The ever increasing focus on research is evident from the cumulative increase in Research Centres, research supervisors, research scholars and Doctoral Degrees, besides innumerable Research Projects and seminars/workshops organized by the institution at the National and International levels show that the institution is poised for a great leap to be a Hub of Research from being a mere undergraduate institution.

The strong and continuous support of the Alumni and the Effective online feedback mechanism devised by the college on every key aspect becomes reasons for the reputation enjoyed by the college.

The institutional efforts for sustainability and bio-diversity and the necessary environment friendly efforts like sprawling gardens, Solid & Wet Waste Management, Rainwater Harvesting, Establishment of Solar Panels and use of LED bulbs mark out the college as a unique eco-friendly institution.

Women empowerment is not just limited to providing career opportunities but also the students are equipped with life skills, decision-making skills and problem-solving skills. Students are given self-defence training to make them ready to face the real challenges of life. Students celebrate National Festivals like Independence Day, Republic Day and National Youth Day. A sense of oneness with all is created by the Religious Harmony Songs sung every week during the prayer. By celebrating all the important and special days in the college, the students are exposed to various disciplines and principles of life.

Besides the teaching process, to develop the intellectual and reasoning qualities of the students and for

the all-round development, every year Debate competition, poem recitation, essay writing, Slogan writing, Rangolimaking, poster and GK competition are organized by the departmental councils of the college.

To make the vision of Institution to reality a distinctive set up named Jawahar Knowledge Center was started by APCCE in our college to impart employable skills to students on 25th of April 2007 onwards. Every year 3 batches comprises of 100 per each Batch from Final Year Students were selected from all groups and were given training for 250 hours in different modules. Training session starts from 9.00 AM to 10.00AM and 4.00 to 5.00 PM regularly under the guidance of full time mentors. It conducts on campus and off campus drives every year. Training JKC imparts training, in English language proficiency, Analytical skills, General Awareness, Communication Skills 60 hours, Soft Skills, 30 hours, Analytical skills 60 hours, Technical skills 60 hours and General awareness 30 hours (total 250 hours) For JKC Training Programme as per CCE Instructions fixed fee of Rs.500 from BC OC students and whereas No Fee is Collecting for the SC ST Students.

The institution has well experienced, qualified faculty, staff and skill development trainers to develop thinking capacity, analytical and interpersonal skills, communication skills in students. Being Autonomous institution constantly reviewing the curriculum as per the industry requirements. Outcome Based teaching learning process, academic discipline, innovative practices in the laboratory, project based subject learning, bridge course, remedial classes, research and development activities, industry linked training, Community Service Projects and internships, various skill training, personality development programmes and active participation in the various seminars, conferences, activities for life skills, yoga and meditation, curricular, co-curricular and extracurricular activities are conducted to ensure holistic development of the students. INFLIBNET access, Swachh Bharat, national importance programmes, statutory and non-statutory bodies, NCC, NSS, WEC, Anti Ragging Cell, Consumer club, Eco club, Alumni, job recruitment drives enhance good administration and academic excellence of the institution. It contributes significantly to make students to reach the pinnacle of prospective career.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

---

### Additional Information :

#### Additional Information

#### Motto of the Institution:

. *“Tamasomaa Jyotirgamaya”*

*“From Darkness, Lead Me To Light”*

#### Vision of the Institution

With a vision to impart quality and value based higher education to women students with excellence in teaching, learning and research to create, sustain and apply knowledge and skills in an interdisciplinary/multidisciplinary approach and to bring in changes on par with the needs of the society particularly in the context of globalization and to empower women students to contribute towards Nation Building.

SKR & SKR Govt. College for Women, Kadapa (Autonomous) was established in 1973 vide G.O. M.S. No.1032 dated 19-10-1973, Education Department, Government of Andhra Pradesh in 3.28 acres land. The college name was included in the list of colleges under section 2(f) and 12B of UGC Act 1956. Smt. Koti Reddy Ramasubamma and Sri Koti Reddy, liberally donated Rs.1 Lakh for the college and college got its name christened in the name of her family. The college was conferred with Autonomous Status on 24.11.2016 by UGC, New Delhi, (6 years) from 2017-18 to 2022-23 with the stringent efforts of the Principal and Staff and implemented Autonomous status from the Academic Year 2017-18. Autonomous status allows to constantly review the curriculum and update as per the industry requirements to prepare industry ready students. At present the college is offering 16 UG Courses and 2 P.G courses (English & Zoology) to the women students of Kadapa and its surroundings with 1802 student strength. 59 teaching faculty, 27 Non-teaching staff and 2 mentors in JKC are working in college. The institution was accredited at B+ level with institutional score 78.10 on 21st May, 2006 and re-accredited at ‘B’ Grade with CGPA 2.33 on four-point scale on 5th May 2014. The college is qualified with ISO certification ISO 9001:2015 for providing educational services (ISO team visit on 26.02.2021). The college got Certificate of Appreciation from Forest Department, Dr.YSR Kadapa District, A.P. for conducting Eco-friendly activities towards environmental and sustainability. The institute is imparting Quality education implementing NEP-2020 policy. UGCINFLIBNET facility, yoga, Swachh Bharat, NSS, RRC, NCC, WEC, ARC, Alumni etc., support students.

### Concluding Remarks :

#### Conclusion

SKR & SKR Govt. College for Women, Kadapa (Autonomous), since its inception the college made notable achievements with an enrolment of 1802 students on rolls with an aim to achieve sustainability by empowering women with quality education and values.

- The institute is implementing NEP-2020 policy and Multiple Entry and Exit System (MEES) is the corner stone of the new National Education Policy in higher education.
- The institution has been registered in under ABC DigiLocker NAD. ([www.abc.gov.in](http://www.abc.gov.in)) and follows guidelines issued by the University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021.
- Appropriate integration of Indian Knowledge system is linked with the college motto “Tamaso Maa Jyotirgamaya.
- The college is offering 16 UG and 2 PG programmes in Commerce, Sciences and Arts.
- The institution has offered 54 Certificate Courses to to enrich the knowledge levels of the students and to enhance the life skills, employability and entrepreneurship skills.
- Being autonomous institution at-least 20%the curriculum is redesigned based on the feedback from stakeholders.
- The College has 23 Ph.D., 9 M.Phil. degrees and 27 teachers qualified in NET/SET/SLET. 5 teachers are pursuing Ph.D.
- Outcome based education is implemented with a focus on student centric teaching and learning. Programme Outcomes, Programme Specific Outcomes and Course Outcomes are clearly stated and communicated to the students. PO-CO attainment is done, identified the gaps and bridging the gaps with remedial coaching classes, assignments, tests etc.
- ICT enabled teaching-learning process is ensured by all 59 teaching faculty by using innovative teaching pedagogies and reaching learning outcomes.
- The examination procedure consists of both Continuous Internal Assessment for 25 marks and Semester end examinations for 75 marks.
- The institution achieved 92 % pass percentage in 2021-22 number of students appeared is 674 and number of students passed 617.
- The institution has MoU with NIHAR SKILL EDUCATION, KADAPA to support Internships/Apprenticeship and providing Skill Development training.
- Students have given satisfaction feedback with positive answers.
- TLP, Fee App, IMAP Apps, OAMDC online admissions under e-governance.
- The institution has been practicing best practices Mentoring System, Skill Will Club etc.
- Appreciable achievements of Staff and students.