

Self Study Report (SSR)

Submitted to :



**National Assessment & Accreditation Council
(NAAC)**

January - 2016



ADITYA DEGREE COLLEGE

Lakshmi Narayana Nagar,

Kakinada, Andhra Pradesh – 533 002

Phone: 0884 - 2376665, Fax: 0884 - 2385359

E-mail: adckkd@aditya.ac.in, Website: www.aditya.ac.in/degree

ADITYA DEGREE COLLEGE

Lakshmi Narayana Nagar,

Kakinada, Andhra Pradesh - 533 002

Phone: 0884 - 2376665, Fax: 0884 - 2385359

E-mail: adckkd@aditya.ac.in, Website: www.aditya.ac.in/degree



*Sri. N. Sesa Reddy,
Chairman,
Aditya Educational Institutions*



*Sri. N. Satish Reddy,
Vice-Chairman,
Aditya Educational Institutions*



*Sri. N.K. Deepak Reddy,
Secretary,
Aditya Educational Institutions*

Brief note on Aditya Degree College, Kakinada.

With the impetus in the growth of Information Technology and Management industry in the last three five year plans, it has become imperative to shift emphasis on traditional graduation courses to Science, Management and Computer education from the conventional areas of graduation to the fast developing areas of electronics, communication, computer science, Management and information technology.

An estimate of the manpower requirements in the emerging areas has shown that there is a substantial gap between the supply and demand, with the demand far exceeding the supply.

Having visualized this, to provide Quality education from KG to PG to the people of Coastal area of the East & West Godavari districts and Visakhapatnam District “**Aditya Academy**” was constituted and registered as an educational society at Kakinada in 1984. The Academy aims at providing higher and quality Education which will provide knowledge as well as employment to the students in the above mentioned districts. To achieve its much cherished mission, the society under the leadership of Sri N. Sessa Reddy, a visionary and pioneering personality in the area, established “Aditya Degree College” on 29.06.1998.

It was affiliated to Andhra University, Visakhapatnam till 2014 and after establishment of Adikavi Nannaya University at Rajahmundry, the college is presently affiliated to Adikavi Nannaya University.

The college had started with an initial intake of 80 Degree students comprising four groups in Science and Commerce. Gradually, the sanctioned intake increased to **1868 at UG level in 2015-2016**, with over six courses in sciences, BBA, B.Com and BCA at UG level and four programmes at PG Level.

Aditya Degree College today is bestowed with advanced infrastructure which includes modern buildings, labs, library, cement roads and lush green landscaping around the campus. The campus is characterized by cultural, racial and gender diversity in the faculty, staff and students. The practices and programs of the College embody the ideals of an open and democratic society. With the efforts of the Management and dedicated services of the faculty and staff, the college has emerged as one of the highly opted institution in providing high knowledge to the students and also employment opportunities in core and multinational IT companies while competing with technical institutions.

Dr.A.Maniprakash, the Principal of the college leads with an impressive qualification which includes Ph.D from Acharya Nagarjuna University, Guntur. He has to his credit a teaching experience of more than 18 years with 8 years of Research and around 7 years of experience in Administration.

ADITYA DEGREE COLLEGE, KAKINADA

NAAC – SELF STUDY REPORT

INDEX

S. No.	Content	Page No.
1	Profile of the College	1 - 8
CRITERIA WISE INPUTS		
2	Criterion I : Curricular Aspects	9 - 22
3	Criterion II : Teaching - Learning and Evaluation	23 - 51
4	Criterion III : Research, Consultancy and Extension	52 - 68
5	Criterion IV : Infrastructure and Learning Resources	69 - 87
6	Criterion V : Student Support and Progression	88 - 103
7	Criterion VI : Governance, Leadership and Management	104 - 123
8	Criterion VII : Innovations and Best Practices	124 - 127
9	Evaluative Report of the Department of Management	128 - 135
10	Evaluative Report of the Department of Mathematics & Statistics	136 - 143
11	Evaluative Report of the Department of Physics & Electronics	144 - 152
12	Evaluative Report of the Department of Computer Science	153 - 161
13	Evaluative Report of the Department of Chemistry	162 - 169
14	Evaluative Report of the Department of Life Sciences	170 – 177
15	Evaluative Report of the Department of Commerce	178 – 184

PROFILE OF THE AFFILIATED / CONSTITUENT COLLEGE

1. Name and Address of the College:

Name :	ADITYA DEGREE COLLEGE
Address :	LAKSHMINARAYANA NAGAR
City : KAKINADA, Pin : 533004; State : ANDHRA PRADESH	
Website :	www.aditya.ac.in/degree

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. A. Mani Prakash	0884-2376665	9618176661	0884-2385359	maniprakash@aditya.ac.in
Steering Committee Co-Ordinator	Prof. B.E.V.L.Naidu	0884-2376665	9866076665	0884-2385359	naidubevl@aditya.ac.in

3. Status of the Institution:

Affiliated College - **Temporary Affiliation**

4. Type of the Institution :

- a. By Gender - **Co-Education**
b. By Shift - **Regular**

5. It is a recognized minority Institution? **No**

6. Source of funding: **Self – Financing**

7. a. Date of establishment of the college: **29/06/1998**

b. University to which the college is affiliated /or which governs the college

(If it is a constituent college)

ADI KAVI NANNAYA UNIVERSITY, RAJAHMUNDRY

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges? **Yes**

If yes, has the College applied for availing the autonomous status? **No**

9. Is the college recognized

a. By UGC as a College with Potential for Excellence (CPE)? **No**

b. For its performance by any other governmental agency? **No**

10. Location of the campus and area in sq.mts:

Location *	KAKINADA (URBAN)
Campus area in sq mts	8093.71
Built up area in sq mts	7400.0

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

Auditorium / Seminar Complex with infrastructural facilities ✓

• **Sports facilities**

* Play ground ✓

* Gymnasium ✓

• **Hostel**

* Girls Hostel

- Number of hostels **1**
- Number of inmates **180**
- Facilities
 - Indoor Games
 - Television
 - Internet Facility
 - Health Care
 - First aid
 - Hot Water facility
 - Wi-fi

* Boys Hostel (For Foreign Students in a leased premises)

- Number of hostels **1**
- Number of inmates **110**
- Facilities
 - Indoor Games
 - Television
 - Internet Facility
 - Health Care
 - First aid
 - Wi-fi
 - Washing Machine
 - Ac Rooms
 - Hot Water facility
 - Fridge
 - Oven

* Cafeteria –

✓

* Health centre – ✓

First aid, Emergency care facility, Ambulance on call

Health Centre Staff –

Qualified doctor	Full time X	Part-time <input type="checkbox"/>
Qualified Nurse	Full time X	Part-time <input type="checkbox"/>

– Facilities like

- Banking – is near by within 0.5 Km
- Post Office – is near by within 0.5 Km
- Book Shop ✓
- Stationary mart ✓
- Transport facilities to cater to the needs of students and staff ✓
- Generator or other facility for management/regulation of electricity and voltage ✓
- Waste water Management ✓

12. Details of programmes offered by the college (Give data for current academic year)

SI. No.	Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of instruction	Sanctioned / approved Student strength	No. of students admitted (2015-16)
1	U n d e r - G r a d u a t e	B.Sc., MPC	3 years	+2 Pass	English	100	46
2		B.Sc., MPCS	3 years	+2 Pass	English	100	85
3		B.Sc., MSCS	3 years	+2 Pass	English	50	47
4		B.Sc., MECS	3 years	+2 Pass	English	100	84
5		B.Sc., BBC	3 years	+2 Pass	English	150	25
6		B.Sc.,MBC	3 years	+2 Pass	English	50	21
7		B.Com.,	3 years	+2 Pass	English	240	88
8		BBA	3 years	+2 Pass	English	180	227
9		BCA	3 years	+2 Pass	English	180	112
10	G r a d u a t e - P o s t	Organic Chemistry	2 years	Degree pass & CET entrance	English	30	26
11		Analytical Chemistry	2 years	Degree pass & CET entrance	English	30	21
12		Bio chemistry	2 years	Degree pass & CET Entrance	English	30	17
13		Microbiology	2 years	Degree pass & CET entrance	English	30	24

13. Does the college offer self-financed Programmes? Yes

If yes, how many?

ALL PROGRAMS

14. New programmes introduced in the college during the last five years if any?

Yes		No	✓	Number	
-----	--	----	---	--------	--

15. List the departments: (Respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Mathematics & Statistics	✓		
	Physics & Electronics	✓		
	Computer Science	✓		
	Chemistry	✓	✓	
	Life Sciences	✓	✓	
Arts				
Commerce	Commerce	✓		
Any Other (Specify)	Management	✓		

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. Annual System

b. Semester System

13

c. Trisemester System

17. Number of Programmes with

a. Choice Based Credit System

9

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education? No

19. Does the college offer UG or PG programme in Physical Education? No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-Teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC / University / State Government Recruited										
Yet to Recruit										
Sanctioned by the Management/ Society or other Authorized Bodies Recruited	19	5	24	6	29	22	20	16	17	8
Yet to Recruit	-	-	-	-	-	-	-	-	-	-

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	7	1					8
M.Phil.			13	3			16
PG					52	29	81

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

NIL

23. Furnish the number of the students admitted to the college during the last four academic years.

B.Sc

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	5	2	3	2	8	4	13	7
ST	2	2	3	1	4	0	3	2
OBC	38	11	40	18	71	26	105	23
General	67	20	76	19	88	50	106	75
Others	2	2	2	3	4	1	9	3

B.Com

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	3	1	3	1	3	2	5	2
ST	0	0	0	0	1	0	2	1
OBC	16	5	19	5	24	8	21	5
General	47	2	60	11	40	5	41	9
Others	0	0	0	0	0	1	7	3

BBM

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	2	1	3	4	4	4	9	6
ST	0	2	1	1	1	1	2	1
OBC	10	5	12	9	13	17	31	17
General	48	26	66	58	47	52	42	57
Others	2	1	1	2	1	1	8	4

BCA

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	2	2	1	2	1	0	4	3
ST	0	0	0	0	0	0	3	1
OBC	13	2	9	5	16	3	19	6
General	14	6	10	2	19	7	18	5
Others	1	0	0	0	1	0	6	3

M.Sc

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	5	3	4	6	-	1	4	7
ST	1	-	-	1	-	-	-	-
OBC	16	12	7	3	9	2	18	9
General	12	9	23	7	18	10	26	16
Others	-	-	-	-	-	-	-	-

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	651	88			739
Students from other states of India	8	-			8
NRI students		-			-
Foreign students	76	-			76
Total	735	88			823

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component

(b) Excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes

b) Name of the University which has granted such registration.

c) Number of programmes offered

28. Provide Teacher-student ratio for each of the programme/course offered

UG :- 1:30

PG:- 1:15

29. Is the college applying for

Accreditation :

Cycle 1

Cycle 2

Cycle 3

Cycle 4

Re – Assessment :

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation*(Applicable for Cycle 2, Cycle 3, Cycle 4 and Re - Assessment only)

Cycle 1: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2: (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: (dd/mm/yyyy) Accreditation Outcome/Result.....

*** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year.

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC 02/01/2015

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

Not Applicable since we are submitting applications for accreditation for the first time

AQAR (i)(dd/mm/yyyy)

AQAR (ii) (dd/mm/yyyy)

AQAR (iii) (dd/mm/yyyy)

AQAR (iv) (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to Include.
(Do not include explanatory/descriptive information)

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

VISION:

To provide inclusive education with innovative methods and strenuous efforts for inculcating human values, professionalism and scientific instillation in the realm of Degree Education to all sections of students irrespective of race, region and religion with special focus to stand independently and to emerge as centre for Research and Development.

MISSION:

The mission statements of the College are as follows:

- To provide ample scope for multifaceted development of local youth.
- To provide quality higher education to student community.
- To Recruit Highly Qualified and Experienced Faculty to provide Quality Education and develop academic programmes based on local/ regional/ national/ global needs.
- To pursue student-centric learning for self-development and skill development.
- To nurture social awareness and responsibilities among its students.
- To establish state of art laboratories.

OBJECTIVES:

- To be transparent and impartial in admissions, academics, administration and evaluation.
- To acquire the necessary infrastructure, amenities and equipment from time to time.
- To involve the influential people and philanthropists in college developmental activities.
- To include latest technology such as ICT in the existing set of knowledge impartation methods.
- To ensure continuous evaluation and follow-up.
- To provide students with opportunities to realize their talents and skills and to get appropriate career guidance.
- To provide necessary campus recruitment training for communication skills and soft skills to have gainful employment and become entrepreneurs.
- To encourage students to participate in co curricular and extra curricular activities.

The vision, mission and objectives of the College are communicated to the students, teachers, staff and other stakeholders through

- The Prospectus and Website of the College.
- Meeting/interaction with the stakeholders.
- Activities planned and conducted by the College.
- To display in all the prominent places in the college.

1.1.2. How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- The basic task of development of curriculum is done by the Affiliating University-ANUR. However, the institution has formed various committees like Academic Committee, Feedback Committee etc. consisting of the Principal, Senior Professors, Students, and Eminent Personalities from both academics and industry for developing and deploying action plans for the effective implementation of curriculum.

- The college meticulously plans and develops action plans for effective implementation of the curriculum prescribed by the ANUR which is in line with the institution's vision to empower society through quality education.

- Teachers prepare schedule of work for each subject term wise which is made available in the department for reference. The curriculum delivery is effectively done through lectures, supported by Power Point Presentations with the help of LCD Projectors and E-Content development.

- Printed study material is also given to students. This is supplemented by Group Discussions, Seminars and Interactive sessions.

- E-learning facility through digital library service is made available for the faculty and students to further ensure effective delivery of curriculum. Each department prepares the calendar of activities like Extension Lectures, Power Point Presentations, Group Discussions etc. for the term to achieve the desired outcomes.

- The quality of the education imparted to students is monitored and ensured through Internal Quality Assurance Cell (IQAC). Regular feedback is obtained from the stakeholders, with respect to the quality, enrichment programmes are monitored/ evaluated and necessary remedial measures are incorporated in the future.

- Thereafter, the college plans its annual academic schedule which clearly mentions the topics to be taught and no. of periods allocated to respective topics, the level of syllabus will be tested in various assignments, monthly, quarterly, half yearly, modules or pre-final exams.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the university and/or institution) for effectively translating the curriculum and improving teaching practices?

The curriculum prepared by the Adikavi Nannaya University, Rajahmundry to which the college is affiliated, is well transacted to the students after serious preparation as well as critical thought by the concerned teachers.

- Being an affiliated institution we are always in tune with the latest trends in education, guidelines and updates provided by the University. The Adikavi Nannaya University regularly organizes refresher courses, orientation programs and workshops.
- To keep the knowledge and teaching aptitude of the teachers updated, the faculty of the college can discuss their issues or problems, if any, while participating in the meetings of the Departmental level & forward their recommendations to the University for incorporating necessary changes in the next revision of curriculum. Eg: Recently in BBM II year, there were common chapters for two subjects cash flow statement, funds flow statement and ratio analysis in the subjects Financial Management(FM) and Cost & Management Accounting(CMA) which on the Department recommendations, the University has modified the above said.
- The College also encourages the teachers to participate in the Orientation/ Refresher Courses/ Workshops/ Seminars/Symposiums/Conferences organized by the affiliating university, College and other institutions to update the knowledge and to improve the teaching practices.
- The college bears all the expenditure of travelling including registration/ participation fee etc. The college provides ample books and other teaching and reference material like Journals, Magazines, Teaching Models and softwares to enable its teachers to ensure effective delivery of curriculum. In-house workshops, seminars and discussions are further organized to disseminate the inputs gained from the above orientation and refresher programmes.
- The College operates at UG & PG levels keeping in mind our vision and objectives, that is, to make every student employable through holistic education and development of right skills through Campus Recruitment Training (CRT) with Industry oriented practical approach.
- The University provides an Academic Calendar that specifies the duration of the academics, the date of commencement of classes, mid and the Annual examinations. Our students are sent to other colleges to write the year end exams under the jumbling system specified by the university.
- The University conducts Refresher Courses through UGC Academic Staff College for the benefit of the faculty members. This includes the latest trends in teaching pedagogy, trends in the use of ICT, Blended Learning, Creative Reading, etc. that helps in the updating and upgrading the subject knowledge.
- Student feedback on teachers and curriculum is taken to implement the Curriculum effectively.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency?

- Though the curriculum is designed and revised by the Adikavi Nannaya University, Rajahmundry but for effective curriculum delivery, we give weightage to academic improvement.
- The college and the teaching faculty have taken many initiatives for effective delivery of the curriculum. The College faculty is trained by the computer department to make them familiar with the use of computers so that they are able to use the modern technological resources internet, projectors and OHP's etc. to supplement their class room lectures.
- The college has created Reference Section for the use of teachers and students wherein all the latest books are made available to the faculty for their reference. In addition to the regular subject classes, the college also organizes role play, special lectures, video lectures by inviting experts from various fields of industry to share their knowledge and experience with the students and faculty.
- The students are also taken out for educational tours as a part of the fulfillment of Curriculum such as industries/trade fairs, exhibitions and places of historical importance to provide them a firsthand knowledge of various environments.
- For effective curriculum delivery, the college has got the provision of special/ remedial classes for slow learners. Special classes are conducted for those students, who could not attend the classes on account of NSS camp or participation in the sports or extra-mural activities to make up their loss.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

For effective implementation of the Curriculum, students are encouraged to take up projects in the final year.

Industry : The College has set up a IIIC which maintains professional relations with the representatives of industry. The HR managers of various companies are invited to the college campus to interact with the students and staff. The students of various departments of the college are taken for industrial visits from time to time to keep them abreast of the latest developments in the market.

Research Bodies : To keep the research temper alive in the campus, research Scholars from various fields are invited to the college to motivate the faculty and the students to take up research projects. The faculty members of the college are also motivated to take up research projects from different funding agencies. Faculty members on their own also keep on interacting with various research bodies and participate in various research projects. Some of the faculty members being a member of the professional bodies like ICWAI and CIMA attend the conferences which in turn helps them in effective operationalisation of curriculum.

University : The faculty members of the college keep regular touch with officials of the affiliating university/faculty and get latest information regarding their respective subjects. They keep on

visiting the Parent University time to time to keep themselves abreast of the latest trends in their field of study. They have also subscribed to the Journals and Magazines published by various teaching departments of the affiliated university and other universities. Further, Professors from the parent university campus are also invited to the college from time to time to give seminars and lectures to the faculty members and student fraternity.

Many new things are acquired and also communicated by our Faculty members during Boards of Studies meetings in the University. Most of our faculty members participate in workshops, seminars and conferences at State/ National levels, thereby inculcating the ability for curriculum development and its effective implementation of the curriculum. The departments and the Career Counseling Cell of the College organize programmes related to various disciplines with different agencies. For effective operationalisation of the curriculum, the institute resorts to efficient networking and interaction with beneficiaries through the following institutionalized process:

- The Institute has a Training and Placement cell, namely Ajivika- Career Development Division which maintains professional relations with the representatives of industry. The HR managers of various companies are invited to the college campus to interact with the students.
- The institute has a dedicated team of faculty members under the leadership of Professor Rank Faculty, namely 'Institute Industry Interaction Cell' (IIC).
- The faculty members of the college keep regularly visiting the University Website from time to time to keep themselves abreast of the latest notifications, initiatives by the university etc. Lectures on latest developments are organized in various disciplines by inviting eminent professionals from industries in and around which facilitates understanding of current technological developments and understanding of practices in the corporate sector at large.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Boards of Studies, student feedback, teacher Feedback, stakeholder feedback provided specific suggestions etc.)

The following faculties are the members of the Board of Studies of Different Universities:

S. No.	Name of the Faculty	Board/Bodies	Departments
1	Prof. BEVL Naidu	Ideal College (Govt. Aided Autonomous), Kakinada.	Computer Science
2.	Dr. G. Srinivasa Rao	GVP, Visakhapatnam.	Physics
3.	Mr. M. Janaki Ram	Adikavi Nannaya University, Rajahmundry.	Computer Science

Feedbacks on the curriculum are taken from the stakeholders such as students, faculty, parents, alumni & industry and communicate to the university when the occasion arises.

Our college takes active part in providing suggestions to the University in framing, modifying and the implementation of the university syllabi of the courses. The university organizes workshops, and seminars with all faculty members in different capacities from different colleges affiliated to the university, where information and feedback for appropriate inclusion is also

discussed. The college will also collect feedback from the faculty on the curriculum & forward recommendations to the University.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’, give details on the process (‘Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.

Yes, other than those under the purview of the affiliating university, the institute does conduct certain value added courses, summer schools for the benefit of its students. They are short courses of 4-6 weeks pertaining to emerging technology, personality development, improvement in communication/soft skills etc. The process normally followed in curriculum development of such course is as follows:

Need Assessment : Need for conduct of any course of technical field is assessed based on interaction/feedback received from industry professionals, normally given during on-campus drives by prominent employers. Similarly courses pertaining to personality development/communication skills/aptitude etc are generated based on the performance analysis of unsuccessful students during campus placement.

- a) English Foundation Course for the Foreign Students.
- b) Training for various PG Entrance Examinations as per the material and curriculum designed by the college.

Design Development : Courses are designed by expert faculty of the department or the external resource person based on the gap analysis outcomes between the existing university recommended syllabus and what is expected by employing industry. Accordingly, courses are designed to fill the gap and the teaching hours are estimated, may be 20/30/40 hrs during various vacation periods.

Planning : Once the complete course coverage is designed with the breakdown of smaller modules and estimated time frame, plans are made for scheduling of such courses. Depending upon the spare time available to students in a running academic year, exams and time required for the course, they are scheduled to be conducted on regular teaching days/ weekends/ summer vacations etc.

1.1.8 How does institution analyze / ensure that the stated objectives of curriculum are achieved in the course of implementation?

During the session, the following mechanism is applied to ensure that the stated objectives of the curriculum are achieved.

The institution makes sure that the stated objectives of curriculum are achieved in the course of implementation by the following ways:

- **University examination results :**

The University conducts exams like mid exams and Semester End exams. The examination scores of the individuals and the consolidated results are analyzed to evaluate the extent to which the course objectives have been achieved.

- **Internal Assessment :**

The students are internally assessed by the subject faculty through internal examinations conducted each year and other assignments on their understanding the curriculum. Understanding of the subject by the student is also analyzed through mentorship initiatives.

- **Corporate feedback :**

Feedback about our students from the corporate representatives who have recruited our students on the basis of their competencies and curriculum understanding are taken regularly.

- **Faculty Feedback :**

Twice in a Semester feedback of the faculty members on various attributes are collected from the students to assess the effectiveness of the faculty members in delivering the curriculum. Feedback is obtained on curriculum from faculty and students at the end of each semester and is forwarded to the University for necessary changes.

1.2 Academic Flexibility

1.2.1. Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The college being the pioneer in science, Computers, Commerce and Management aim to achieve the objectives of our Institution to help and encourage students to face global challenges through development of their overall personality by co-curricular and extracurricular activities. Hence to achieve this Institute offers training for various P.G. Entrance Tests like ICET, AUCET, ANURCET, KRUCET, ANUCET and etc.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If ‘yes’, give details.

The College does not offer such courses since it is not Autonomous or Deemed University.

1.2.3. Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development, academic mobility, progression to higher studies and improved potential for employability Issues may cover the following and beyond:

- Range of Core / Elective options offered by the University and those opted by the college
- Choice Based Credit System and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility within and across programmes and courses
- Enrichment courses

- **Range of Core/Elective options offered by the University and those opted by the college :**

The University has given options of elective subjects in all the courses. The college has opted elective options which do help the students in terms of skill development and improve potential for employability. Students are properly guided and given the freedom to take the subject of their choice from a wide range of options. The Admission Coordinators counsel the students & help them choose according to their aptitude & ability.

- **Choice Based Credit System and range of subject options :**

As per UGC norms the affiliating university ANUR has introduced Choice Based Credit System and given chance to the students to select subjects from the number of optional subjects.

- **Courses offered in modular form :** All our courses are in modular form.

- **Credit transfer and accumulation facility :**

The affiliating university will allow the students to transfer from one college to other within the University. In such cases, the credits earned/marks obtained till then will automatically transfer to other college.

- **Lateral and vertical mobility within and across programmes and courses:**

The affiliating university does not offer any Lateral and vertical mobility within and across programmes and courses.

- **Enrichment courses:**

To ensure skill development, progression to the higher studies and increase the potentiality for employability, the college has added various subjects to the prescribed courses meeting the current industry trends and the institution also organizes Spoken English and personality development classes through language lab for the students.

S.No.	Discipline	Group	Subjects and Electives
1	Science	B.Sc.	Physics, Chemistry, Electronics, Botany, Zoology, , Mathematics, Statistics, Computers, Biotechnology, Bio-chemistry, Microbiology.
2	Computers	BCA	Management and Business Communication, Programming in C, C++, Data Structures, DBMS, Software Engineering, HTML and JAVA, Data Communications and etc.
3	Commerce	B.Com	Financial Accounting, Advanced Accounting, Business Laws, Economics, Banking and Financial Systems, Income Tax and Practical Auditing, Computer Applications, Business Organization and Management, Cost and Management Accounting and Corporate Accounting and etc.
4	Management	BBM	Business Mathematics and Statistics, POM, Business Economics, Business Laws, Fundamentals of Accounting, Computer Applications, Human Resource Management, Marketing, Financial Management, Business Taxation, Cost and Management Accounting, Entrepreneurship Development and etc.

The Student has the liberty to choose the subject as per his/her options from the subjects mentioned above.

1.2.4. Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

All the courses offered by the college are self-financed. The college is not receiving any grant from the Government.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Yes, our College Offers Career Oriented Courses relevant to regional and global employment markets. The details are as below :

- Campus Recruitment Training (CRT)
- Training for Various PG Entrance Tests
- NSDC – Skill Development Courses
- TISS Certification Programme

The college intends to start additional skill oriented programmes relevant to regional and global markets. Under Career Counseling Programs, the students are acquainted with scope for various skills having potentiality in the area. The institution also guides the students to acquire the skills needed for guiding local, national and international students.

1.2.6. Does the University provide for the flexibility of combining the conventional face-to face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

The College is a Study Centre for Acharya Nagarjuna University Distance Education for UG & P.G Courses

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?

The academic program and Institution’s goals are integrated at an optimum level. There are instances which depicts the efforts made by the institution which ensure the integration of academic programmes with institutional goals and objectives. Few are listed below

- Various academic programmes involve Field Visits, Project Preparation, Viva-Voice, and Dissertation, Surveys which justify our mission/objectives of encouraging students to face global challenges through development of their personality by co-curricular and extracurricular activities.

- The college aims to inculcate the highest intellectual standards through rigorous academic commitment and discipline. Students are inspired to aspire for higher level of academic achievement by mastering the subject chosen to study.
- The institution strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development, orientation programs and life skill enrichment programs conducted during their period of studies that focuses on managerial skills, communication skills, leadership qualities, analytical skills, etiquettes, group discussion, global warming, awareness on environment through guest lecture, moral and ethical values, role and scope of students in uplifting the society. The college ensures that the university curriculum is followed in the best of the spirit.
- The College academic calendar is prepared for every session with the active involvement of the College Examination Committee and Heads of the Departments. The Principal ensures that the curriculum framed by the University is supplemented in such a way that it reflects the mission and vision of the Institution. Regular feedback obtained from the stakeholders, with respect to the quality of the enrichment programmes, are monitored and necessary remedial measures are incorporated in the future.
- Through National Service Scheme (NSS) the institutional objective of creating a feeling of unity and communal harmony among students is achieved.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

The efforts made by the College to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students are as follows:

- As an affiliated College, feedback through classroom interaction obtained from students is analyzed by the faculty members in the concerned department. When University invites recommendations during Curriculum modification, they communicate their recommendations on the basis of their analysis and discussion of the feedback received
- The college, being affiliated to the university, does not have the option of formulating its own curriculum. Nevertheless, a sincere effort is made to modify and enrich the curriculum to suit the intellectual requirements of students in the fast paced life through the involvement of faculty, department and other stakeholders. Faculty Members who are on Board of Studies take initiative to modify, enrich and organize the curriculum.
- Guest Lectures, Seminars etc by Field Experts & Eminent Speakers for enriching curriculum.
- Compulsory Workshops on Personality Development and Interview Techniques to let students come up with dynamic employment market.
- Industry - Academia Interaction Programmes : The institution believes in imparting practical and industry oriented education. We give more importance to practical exposure and adopt enriching study techniques to accomplish the same. With an aim to initiate professional interaction amongst the students and top management executives, the institution invites guest speakers from

leading companies and institutions who interact with our aspiring students about various issues relating to competitive corporate world as supplement to the classroom teaching.

- Entrepreneurship Development Cell : A separate cell for entrepreneurship development is incorporated in the college. This cell creates awareness of need and importance of entrepreneurship as career option among the students and conducts various Entrepreneurship Development workshops and seminars, thereby strengthening their entrepreneurial skills

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

- Academic programmes are, to a great extent, in line with the institution's vision, mission, goals and objectives. The institution has no freedom of formulating the curriculum. The courses run at UG levels have their relevance to the institution's vision and objectives. The syllabus and its presentation in the classroom are without any gender bias.

- Human rights protection and use of Information Technology in Teaching and Learning Process are included in the curriculum design. This is in tune with the institution's vision and objectives.

- ICT has been thoroughly integrated and introduced in the curriculum by our Institution. Every now and then latest & innovative ICT tools such as Voice Amplifiers, LCD Projectors, LCD Television, Smart Boards, Video Camera, Slide Projectors and Over Head Projectors are used during curriculum coverage. Also Career Oriented program of Computer Literacy for BBM and B.Sc. & Accounting Tally for B.Com is being conducted from last four years.

- Environmental Education: Environmental studies subject is taught in the university syllabus. Students are given inputs regarding the concept and taken to field visit as part of their assignments and project work. The College celebrates World Environment Day, Earth Day, Ozone Day and other important days to drive home the significance of environment like Plantation, Swachh Bharat, Traffic Week, Beach Coastal Cleaning and etc.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- Moral and Ethical Values
- Employable and Life Skills
- Better Career Options
- Community Orientation

- **Moral and Ethical Values :**

Essay Writing and Quiz competitions on Gandhian, Amdebkar and other Freedom Fighters thoughts are often carried out to raise the moral, ethical values and the active participation in NSS activities.

- **Employable and Life Skills :**

For serving the purpose, Career Oriented Course of Computer Literacy & Accounting - Tally is carried out. Also every year compulsorily a workshop for students on Self Employment is conducted by the college to raise the employability skills of students.

- **Better career options :**

Career Counseling workshops are organized to orient the students. It is a regular practice of the institution to invite expert resource persons to conduct workshops on the development of interview competence among the students.

- **Community Orientation:**

Students are also allotted different responsibilities in organizing various events and activities such as cultural programmes, competitions, seminars, workshops etc. In this way, they improve their team building and organizational skills by participating in NSS Activities.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- College is required to fill up a feedback form on the Curriculum offered by the University/College. These feedbacks are duly taken cognizance of and a feedback analysis report is prepared. Feedback taken from various stakeholders are analyzed which are then communicated to the affiliating University.

- Based on most observations by industry experts that communication skills need improvement, the institute has embarked on introduction of trainings in the following contexts right from first year onwards:

- a. Soft Skills Development
- b. Report Writing
- c. Resume Preparation

- CRT is the brain child of Aditya Degree College based on feedback of various stakeholders.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

- The monitoring is done at the level of the head of the institution and heads of various departments. In the process of monitoring/evaluation of quality, various concerned agencies are involved, wherever necessary. For instance, experts from finance including banking, insurance, taxation, academics and general administration are involved in the process to identify the areas where there is scope for further improvement.

- The college has a very clear and transparent procedure to monitor and evaluate the quality of various enrichment programmes. These are constantly reviewed and monitored through the feedback system. The feedback forms for each of such programmes are designed by the committee or department who organizes such programmes. The feedbacks for such programmes are taken on the syllabus, resource persons and the style/method of programme delivery. This feedback is taken into account by the responsible committee, who has organized such programmes for future enhancement and correction.

- The institute makes sure that all the value added programmes offered should contribute to the development of the students in terms of skill, knowledge and different types of maturity like mental maturity, intellectual maturity, philosophical maturity etc.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The college invites resource persons and faculties of national repute to deliver lectures and feedback is taken on a number of aspects related to curriculum development. The relevant recommendations are communicated to the stakeholders. A feedback on the curriculum is taken from the stakeholders and is communicated to the university. The members of the faculty interact with the curriculum designers frequently and suggest possible academic inputs to the existing curriculum. Our faculty are also members of the BOS of various Universities/Institutions to guide the modifications in the Curriculum.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, there is a formal mechanism to obtain feedback from students and stakeholders on curriculum. The mechanism evolved for collecting feedback is the regular meetings of the bodies instituted for this purpose:

Students : Students Council meetings are organized every semester to get feedback from the students.

Alumni : Alumni meets are organized annually where the old students of the college give feedback about the relevance and validity of their course in the job market.

Parents : They too are active participants in almost all the activities of the college. A healthy interaction with the parents is facilitated and encouraged from time to time.

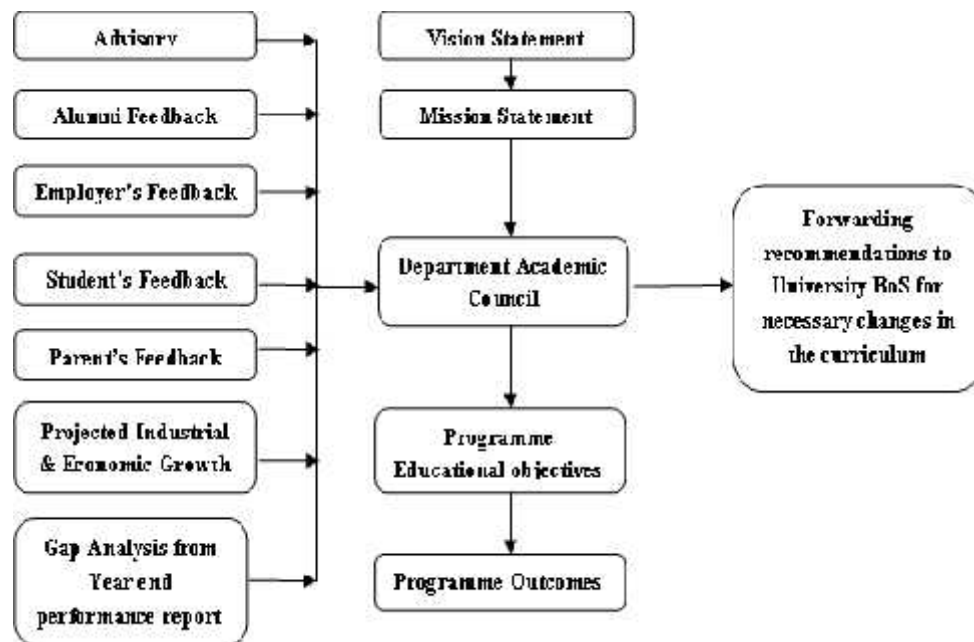
Employers / Industries : The College gets feedback from Employers and Industries on a regular basis. Every department organizes lectures, workshops and seminars to get feedback on curriculum from employers and industries concerning their areas at least twice in a year.

Academic Peers : All state level, national and international workshops, conferences and seminars are organized by the faculty or attended by it, meetings of BOS (Board of Studies) and such other platforms provide an opportunity to the college to get fruitful feedback from peers.

Community : Parents and leaders from every walk of life including Print and Electronic Media, Business Houses, Banks, Colleges, Universities, Research Bodies, NGOs, Government agencies etc. are invited from time to time to get their feedback on curriculum. The regular departmental meetings are the forum to analyze the feedbacks. After thorough debates and discussion, the valid points are enlisted and forwarded to the University during its BOS (Board of Studies) meetings which are held annually. Feedback received from all stakeholders is used internally for curriculum enrichment and introducing changes/new programmes. Syllabus Committee is formed to analyze

feedback and decide whether there is for curriculum enrichment or introducing changes or new programmes.

The Flow Chart shows the system of feedback from stakeholders and recommended to the University for necessary changes in the Curriculum.



1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes? Any other relevant information regarding curricular aspects which the college would like to include.

- No new courses were introduced by the institution for the last four years. However, by renaming BBA & BCA as BBA+ & BCA+ by adding certain additional inputs to give more practical and industrial exposure to the students. The college makes the students to participate in State/National Level Competitions.

- The rationale for introducing the programmes is to prepare the students for the private and public sector jobs. As recommended by various Commissions appointed by Govt. of India and advocated by various agencies from time to time, the inclusion of moral based education is desired to be adopted in the existing structure of curriculum.

- Though the moral education is not a part of existing structure of curriculum, yet the Institution in pursuance to its vision and mission mantra articulates, mobilizes and imparts moral / ethical standards to the students.

CRITERION - II

TEACHING - LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the College ensure publicity and transparency in the admission process?

The Admission Cell of the college comprising of the Principal, Vice-Principal, Heads of the Departments and senior faculty ensures that the admission process is widely publicized and transparent.

Following are the modes of publicity:

- **Advertisements:** The admission notifications are published well in advance in various regional and national newspapers. Campaigning is also carried through electronic media, buses, pamphlets, banners, and hoardings in prominent places.

- **College Website:** The Institution has a website www.aditya.ac.in/degree which gives the details of the application procedure and courses offered. The application forms can be downloaded from the same.

- **College Prospectus:** The Prospectus given along with the application form contains detailed information about the college - courses offered, campus culture, student support services, activities, infrastructure, rules and regulations etc.

- **Notice boards :** Admission notifications are also displayed on the College notice boards.

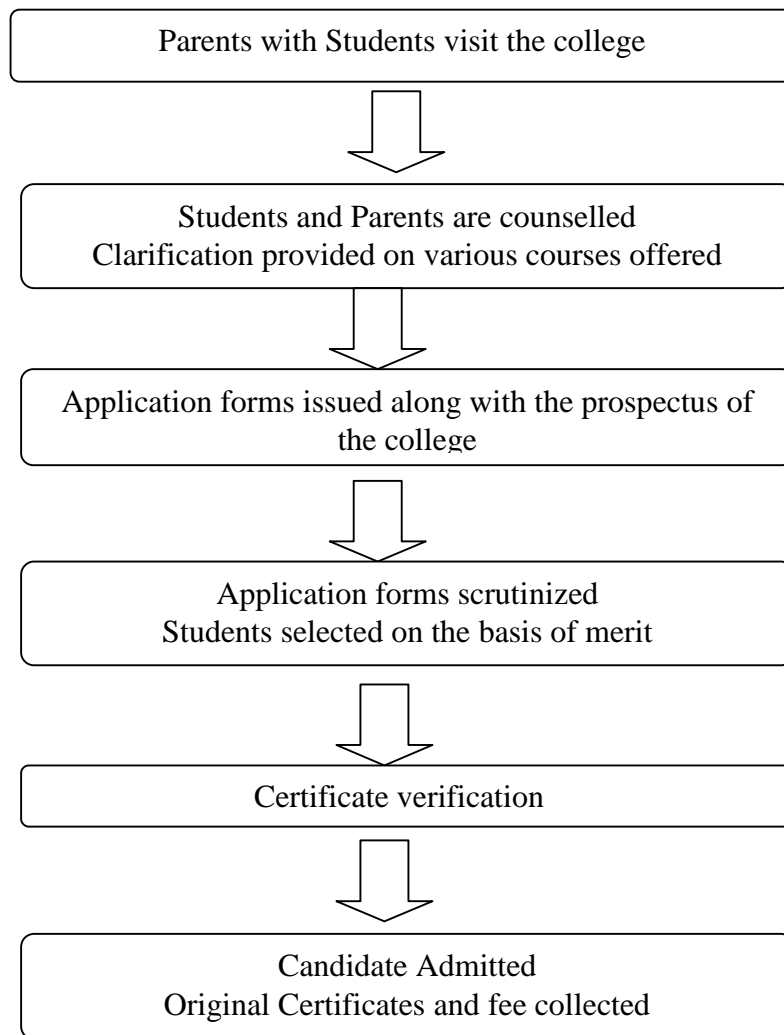
- **Transparency-** The admission process is transparent as per the rules and regulations of the university.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit, (ii) merit with entrance test, (iii) merit, entrance test and interview, (iv) common test conducted by state agencies and national agencies (v) any other)to various programs of the Institution .

Pre-admission process:

As the first step, in the admission process, the applicants who visit the college are counselled by the faculty to create awareness among the students regarding under graduate courses offered, career prospects, campus culture, rules and regulations and various other add-on courses designed for the holistic development of the students. The process of admission is made as per the steps indicated in the flowchart.

ADMISSION PROCESS AT A GLANCE



Criteria for UG Admissions

Merit and Interview:

Students and parents who visit the college are counselled and a clarification on various courses offered by the college is provided to them. Application form along with the prospectus is given to them. After the thorough scrutiny of applications, a merit list is prepared on the basis of marks obtained by the students in the qualifying examination and admissions are made as per the merit list and the interview of the students.

Criteria for PG Admissions

Entrance Test :

PG Admissions are based on the AUCET rank (a Common entrance test conducted by Andhra University) by following the existing reservation system for all the sections of the society.

83.33% of seats are filled through Andhra University counselling and the remaining 16.67% of seats are filled through management quota.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

As per university norms a student to admit in degree courses has to qualify in the Intermediate course by securing at least 35% of marks. But to maintain quality in students, the college has fixed its own standards by fixing the minimum percentage as 60% to offer an admission in degree course.

In comparison with other colleges of the affiliating university within the city/district, our college is always the first choice of the student.

The management is very particular about offering quality education and training to the students to enable them to acquire sound conceptual knowledge in the subject, to achieve overall development and to secure placements in various campus recruitment drives conducted by the college. In order to achieve this, various courses like CRT and soft skills are provided which is unique of its kind in the history of degree colleges in the state of Andhra Pradesh. Hence, the students and parents are very much interested in this college which has made the college to be the first preference for the student.

2.1.4 Explain is there a mechanism in the institution to review the admission process and student profiles annually? If yes, what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The Admissions Cell annually reviews its admission process and the student profiles.

Analysis : The following aspects of admission are analyzed

- The students' strength in various courses
- Academic background
- Gender
- Socio-economic background
- Regional status
- Curricular/Extra-curricular Activities

Impact of the Analysis:

- Girls intake increased
- Increased enrolment of International students
- Encouraging rural students
- Fee concessions to attract meritorious & economically disadvantaged learners.
- Part fee payment for economically backward students
- Plans to be taken to improve admissions

Outcome:

Review of the admission process and the record of the students' profile help in providing equal representation from all sections of the society. The success of the review mechanism is evidenced by the ever increasing demand for admissions over the past four years.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the national commitment to diversity and inclusion.

The admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion to increase/improve access for the following categories of students

- SC/ST
- OBC
- Women
- Differently abled
- Economically weaker sections
- Minorities
- Any other

• SC/ST: There is a provision of reservation of seats @ 14% to the candidates of SC category and @ 7% to the candidates belonging to ST category. There is a provision by A.P Government for fee reimbursement for them at the time of admission. In addition to that, free books and financial assistance are provided to students of SC/ST category.

• OBC: There is a provision for reservation of seats @ 25% to the candidates of OBC category. There is a provision of A.P Government for Scholarship & fee reimbursement for eligible candidates as per the policy of AP Govt. at the time of admission. In addition, free books and financial assistance are provided to students of OBC category.

• Women: The institution with the objective of women empowerment makes every effort to prepare women for their various roles and responsibilities in the ever changing world. They are well equipped for the tough competition in the global market to prove to the world. 33% of seats are reserved for women in all categories such as general, OBC, SC & ST.

• Differently abled: 3% Seats are reserved for physically handicapped candidates as per the rules. Timetable is set and rooms are allotted to them keeping in view of their convenience. Lift facility is provided if needed for differently abled students and others.

• Economically weaker sections: Free ships and other concessions are available to them. In state of Andhra Pradesh there is a provision for reimbursement of tuition fee and scholarship to economically backward candidates of any caste/category including general category as per the eligibility rules.

• Minority community: In state of Andhra Pradesh 4% seats are reserved for Muslim Minority candidates. Free books and financial assistance are provided to students of minority community. There is a provision of fee reimbursement for them at the time of admission.

• Any other: Sports Persons: - A certain % of seats are reserved for sports persons in admissions and are given concession in fee, incentives for diet, medical aid, kit and conveyance. 3%

seats are reserved for candidates having NCC certificates and children of armed personnel in the admissions.

The following table reflects the institutional commitment to maintain diversity in its student profile over the last four years:

UG (B.Sc., (M.P.C, M.S.Cs, M.P.Cs, M.E.Cs, B.B.C. M.B.C) B.Com, B.B.M, B.C.A)

Category	Year-1 2012-13		Year-2 2013-14		Year-3 2014-15		Year-4 2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	44	18	38	25	57	37	61	51
ST	11	7	12	6	20	8	18	10
BC	232	77	281	114	380	142	450	185
Minority	13	11	12	10	29	18	28	14
Phc	Nil	Nil	2	Nil	10	3	10	3
OC	542	203	526	249	587	352	588	398
International	Nil	Nil	Nil	Nil	Nil	Nil	82	22
TOTAL	842	316	871	404	1083	560	1237	683
Grand Total	1158		1275		1643		1920	

PG (M.Sc., Biochemistry, Microbiology, Organic Chemistry and Analytical Chemistry)

Category	Year-1 2012-13		Year-2 2013-14		Year-3 2014-15		Year-4 2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	4	6	Nil	1	4	7	6	8
ST	Nil	1	Nil	Nil	Nil	Nil	Nil	Nil
BC	7	3	9	4	18	10	19	13
OC	23	7	18	10	26	16	24	18
Total	34	17	27	15	48	33	49	39

2.1.4 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/decrease and actions initiated for improvement.

The college offers various courses to meet the interest of the students viz.,

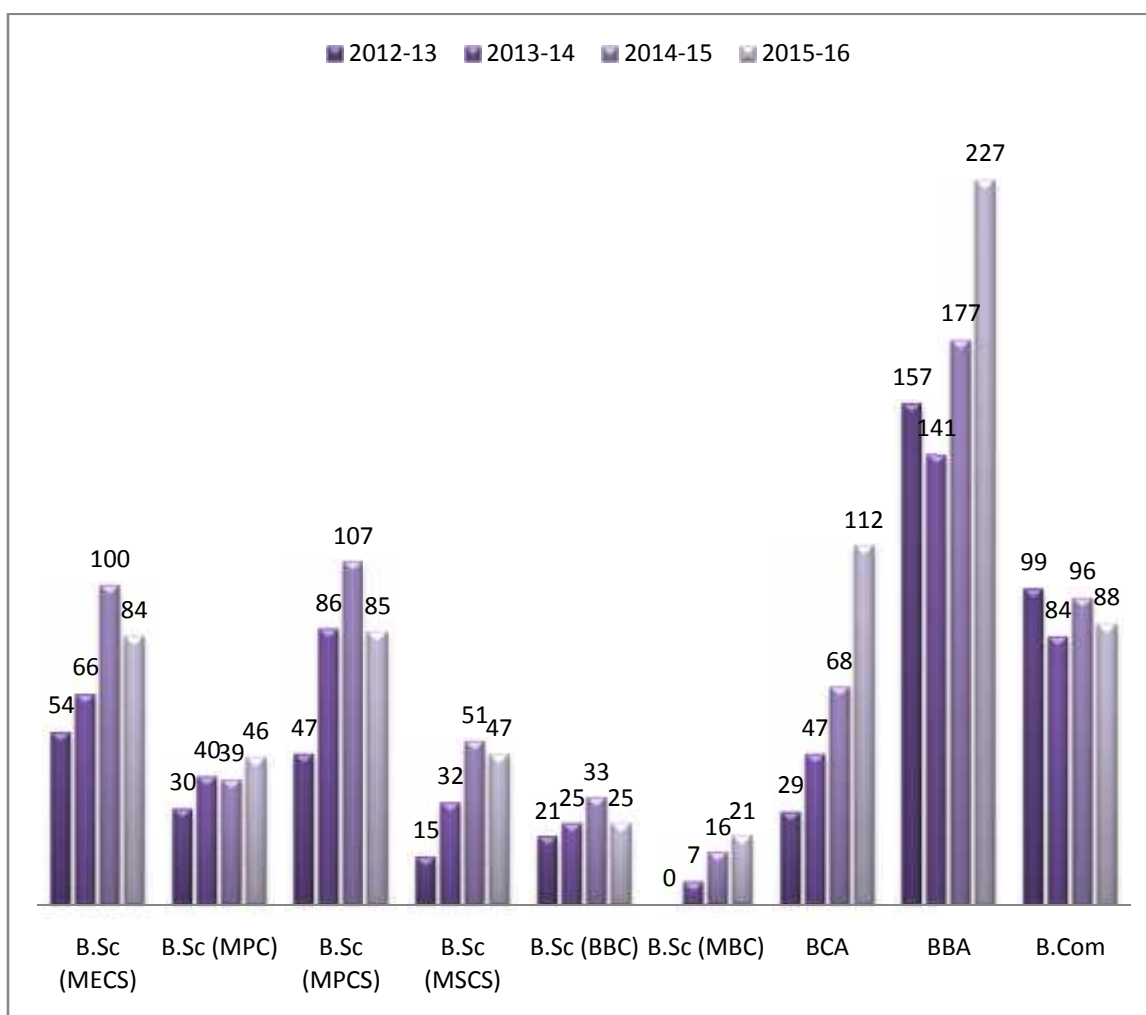
B.Sc (MECS, MPC, MPCs, MSCS, BBC, MBC) BCA, BBM, B.Com

The details of various courses offered by the college are given below.

- B.Sc- (Bachelor of Science)
 - MECS - (Mathematics, Electronics, Computer science)
 - MPC - (Mathematics, Physics, Chemistry)
 - MPCs - (Mathematics, Physics, Computer science)
 - MSCS - (Mathematics, Statistics, Computer science)
 - BBC - (Biotechnology, Biochemistry, Chemistry)
 - MBC - (Microbiology, Biochemistry, Chemistry)
- B.C.A- (Bachelor of Computer Application)
- B.B.A- (Bachelor of Business Administration)
- B.Com- (Bachelor of Commerce)

Strength particulars of students admitted in the last four years for UG

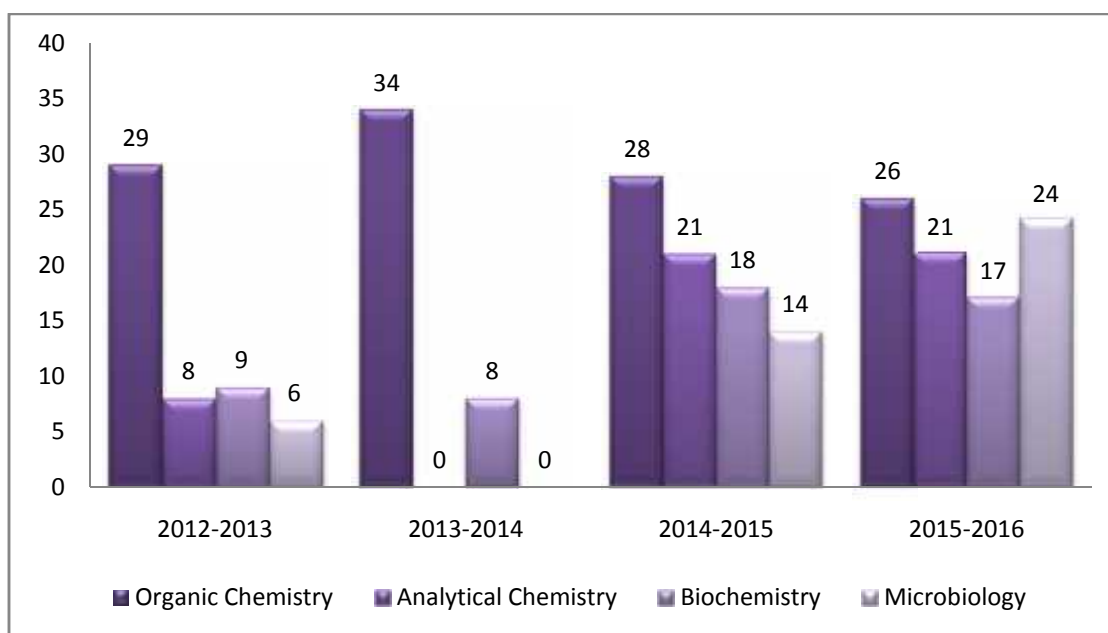
S.No.	Programmes	2012-13	2013-14	2014-15	2015-16
1	B.Sc (MECS)	54	66	100	84
2	B.Sc (MPC)	30	40	39	46
3	B.Sc (MPCS)	47	86	107	85
4	B.Sc (MSCS)	15	32	51	47
5	B.Sc (BBC)	21	25	33	25
6	B.Sc (MBC)	0	7	16	21
7	BCA	29	47	68	112
8	BBA	157	141	177	227
9	B.Com	99	84	96	88
TOTAL		452	528	687	735



Since all the courses have great demand and provide employment opportunities to the students, there is a constant increase in the number of admissions.

Strength particulars of students admitted in the last four years for P.G Courses

Group	2012-2013	2013-2014	2014-2015	2015-2016
Organic Chemistry	29	34	28	26
Analytical Chemistry	8	0	21	21
Biochemistry	9	8	18	17
Microbiology	6	0	14	24



2.2 Catering to Students Diversity

2.2.1. How does the institution cater to the needs of differently abled students and ensure adherence to government policies in this regard?

The institution fosters an inclusive academic ambience for the differently abled students. An assessment is made of their special needs and they are provided with the following amenities.

- The college has a friendly environment to the needs of differently abled students
- Mobility devices such as wheel chairs and lifts are available
- Care is taken to allot ground floor class rooms or the class rooms having elevator facility
- Class in-charges and classmates play an important role in creating a comfort zone for such students
- Special classes are arranged depending on the requirement to enable them to cope up with the other students of the class
- Scribe is provided during examinations for visually challenged students

2.2.2. Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If yes, give details on the process.

The college has a mechanism through which the differential requirements of student population are analysed soon after the admission in the following ways:

- Student profiles which include details like academic, socio-economic background, special talents and abilities of the students help the class-in-charge/mentor to identify differential requirements of the students and plan suitable strategies to address them.
- At the entry level all the departments of the college diagnose the standards of the students' knowledge, needs and skills before the commencement of the teaching program and plan bridge courses to suitably fill the gaps.
- All the departments of the college adopt Bilingual teaching to cater to the inadequacy of students in English Competence and arrange Remedial classes to help the students with poor academic performance.
- The college has a streamlined mechanism to analyze the academic growth of disadvantaged sections of society and address their needs accordingly. The class teacher who maintains the student profile identifies the disadvantaged students and constantly monitors their academic growth, making an assessment at regular intervals, viz - Weekend exams, Quarterly exams, Half Yearly exams. Customized strategies are then adopted to address the special needs of students.
- The International students who face a problem with English as medium of instruction are given a foundation course in English through Easy English module by headway and Cambridge.

Other strategies for slow learners:

- Tutorials / remedial are conducted for these students after class hours to clarify doubts and to explain the critical topics for an improved performance.
- Bilingual explanation is given whenever it is necessary.
- Counselling and mentoring sessions are conducted in a friendly way to help the students to overcome their psychological problems and achieve their goals successfully.

These measures make the learners feel educationally, financially and socially comfortable once they enter the portals of the College. In this way, the slow learners are given due attention and are streamlined into the academic mainstream.

2.2.3. What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the program of their choice? (Bridge/remedial/add (on/enrichment courses)

Yes. Courses are planned to fill the gaps in their existing knowledge and pave the way for conceptual learning. The course is well structured and planned during both the academic year and summer holidays.

Bridge Course:

Realizing that its responsibility does not cease merely by providing academic training to its students which is no longer sufficient to meet the ever changing needs of the today's corporate world, the management of ADITYA constituted a separate CRT (Campus Recruitment Training) department with the necessary infrastructure to provide in-house training facility to all its students to equip them with the necessary employability skills to bridge the gap between the knowledge levels of students and the requirements of industries and to prepare them to meet the challenging needs of the corporate.

Remedial:

All the departments conduct remedial classes for students after monitoring their performance in weekend/internal examinations before the commencement of university exams.

Add-on Courses:

The management with the help of National Skill Development Corporation provides an add on course on Banking Financial Services and Insurance (BFSI) specialization in Mutual Funds for the benefit of the students of B.Com and BBM courses and Certificate course in Business and Banking operations in collaboration with TISS Mumbai.

2.2.4. How does the college sensitise its staff and students on issues such as gender, inclusion, environment etc?

The institution holds the tradition of imparting holistic education with a strong emphasis on the ethical and moral principles. The institute which is a co-educational institution sensitise its staff and students on issues such as gender, inclusion, environment etc by holding seminars on the relevant topics by inviting experts from various fields to share and deliver their experiences.

2.2.5. How does the institution identify and respond to the learning needs of advanced learners?**The advanced learners are identified by the concerned faculty based on**

- The accurate maintenance of student profile
- The assessment of performance in Weekend exams, Quarterly Exams and Half Yearly examinations.
- Student-teacher interaction.
- Active participation, involvement and performance in the classroom/seminars, etc.

The advanced learners of the college are promoted thus :

- Extra materials are provided to widen their horizon.
- The research aptitude among the advanced learners is given a thrust by providing them with access to E-journals.
- They are intellectually stimulated with various advanced projects, challenging assignments and tasks for their advancement.
- They are encouraged to present papers, write research articles and assist in the preparation of college magazine.
- They are usually made the class representatives for proactive leadership through which classroom dynamics are positively influenced and the provision of an ample scope for

honing their social / event management skills.

- Peer teaching and group presentations are encouraged by teachers.
- They are given the lead role to plan and organise fests/events, departmental seminars/conferences which gives them an opportunity to interact with the academia and industry experts.
- They are groomed to represent the college during seminars, paper presentations and student fests organised by other colleges.

2.2.6. How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

Once the admission process is over, the complete student database is prepared and sent to the respective department for its use. Every department maintains information about student's academic performance which includes the status of marks obtained in the qualifying examination, internal assessment, attendance and analysis of the university result. Those students who secured poor marks and are unable to perform well are given counseling and additional training through special coaching classes. The students who are identified to be slow learners on the basis of their performance in the internal exams are given extra attention by providing them remedial classes so that they can perform well in the university exams. Once the results of the university exam are declared, every department analyses the data to know the complete status of the students. The Socio- economically disadvantaged students are provided the facility to pay fee in installments, and the college also facilitates these students in applying for scholarships sponsored by government/other agencies to ensure the continuity of their education and to avoid dropouts.

2.3.1. How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print and etc.)

The institution has a meticulously organized and clearly planned teaching, learning and evaluation schedule, well integrated into the total institutional scheme. At the end of each academic year, the management holds consultations with the faculty and the examination section to plan the Almanac for the forthcoming academic year. Dates are fixed for the commencement and last date of instruction, the continuous assessment tests, quarterly examinations, half yearly examinations, college fests and module examination dates. Committees are also formed to take charge of different activities. Department wise timetables prepared well in advance are also displayed on the notice boards for the students.

2.3.2 How does IQAC contribute to improve the Teaching – Learning process?

The different aspects of the contribution of IQAC to improve the teaching-learning process are as follows.

- The cell gets feedback on the performance of the teachers from the students and after analyzing the same, necessary measures for improvement are taken.
- To get an overall feedback from the departments on the performance of students

- To coordinate with the arrangement of special classes
- To analyse the results of the university examinations and initiate the necessary measures
- To effect transparency, objectivity and accountability in the teaching-learning process.

2.3.3. How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Student centric methods are an integral part of the pedagogy adopted by the faculty. The institution has made an assiduous effort to shift from the traditional teacher –centric approach to a student-centric one.

Experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. The teacher’s role is that of a facilitator who promotes self management of knowledge, holistic development and skill formation through participatory learning activities such as following lecture method in combination with other teaching methods. The extent of the lecture method varies from course to course. However there has been a paradigm shift in teaching from purely chalk and talk methods to adopting a judicious mix of lecture method and modern methods of pedagogy.

Lecture methods too are student centric and made more participatory with student seminars, group discussions, debates, role play, case study, quiz and oral presentations by students.

The college has been extensively using technology in teaching but not in total exclusion of lecture method, realizing the critical importance of human contact in the lecture method which provides a nurturing environment for effective learning. In addition to classroom interactions, the following are the other methods of learning experiences provided to the students:

- Seminars/ Workshops/ Guest Lectures
- Presentations
- Assignments
- Project Work
- Field Work
- Industrial Visit
- Use of Audio-Visual aids
- Student Editorials
- Exhibitions
- Use of e-resources
- Peer Learning

Individualized Activities :

Internship/Project Work, Mini-projects, Seminars, Case studies, student presentations, paper presentations, internet research and etc.

Group Activities :

Group seminars, Peer teaching, Tutorials, Group discussion, Model making, organizing exhibitions, Intercollegiate and interdepartmental competitions, Interactive guest lectures, Brainstorming, Role play, Field survey/ Field work/ Field trips, Debates, Quizzes, College magazine–designing, industrial visits etc.,

Newspaper based assignments promote social awareness and also give working knowledge of the theoretical concepts learnt. Free access to the internet and DELNET (e-journals) make them self-reliant and independent learners.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

To promote scientific temperament among students the college has made project work an integral part of the curriculum. Added to this students are engaged in lab to land programme where in they exhibit/demonstrate concepts of science to students from neighbouring colleges. College strives to instil and nurture creativity and scientific temper among the learners through providing opportunities for the following:

Instilling creativity through:

- Field work / Internship, industrial visits
- Interaction with scientists, eminent academicians
- Seminars
- Creative Assignments
- Essay-writing and Elocution competitions promote creative writing skills
- Participating in academic activities at Regional and State level
- Leadership skill and management skill of the students are promoted through various cultural fests, academic programmes and conducting Exhibitions.
- To sharpen the critical thinking among students, group discussions and presentations are held in the class.
- Alternative learning is ensured through students' participation in co-curricular, extra-curricular and extension activities where the faculty members and the students interact informally.

The College observes various special days like Science Day, Mathematics Day, National Statistics Day, International Statistics Day, Population Day, Aids Day etc., and students are encouraged to participate in various activities organized during these days.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The following are the technologies and facilities used by the faculty for effective teaching :

- All departments are well equipped with ICT-enabled facilities for teaching-like computers, OHPs, LCD projectors, internet facility

- E-Library resources and online content are used by teachers where the courses need updated information.
- Skype videoconferencing facility is available.
- Workshops and Seminars are held by the college and the faculty is also encouraged to attend seminars and conferences.
- Faculty uses e-learning resources like NPTEL Videos/pdf and open e-learning resources
- The college faculty is well facilitated in the extensive use of technology for effective teaching.
- Department of Computer Science conducts faculty training sessions on MS Office at the beginning of every academic year.
- Internet facilities are available in every department in computer labs and in some of the classrooms.
- Departments are also provided with systems/laptops/pen drives.
- Lab assistants aid the teacher in trouble shooting the technical hassles.
- Operating systems are periodically updated making it convenient for the faculty to use the latest applications.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

The college management always encourages students and faculty to attain advanced level of knowledge and skills and make use of modern methods of technologies to make the teaching-learning process more interesting and interactive. State level/National level seminars are conducted by inviting eminent resource persons from reputed National & International institutes/ industries/ research bodies/social circles. Guest lectures on various topics are reflected in the semester planner.

Every department on an average conducts two/three guest lecturers every academic year. Funding is taken care by the management. Each department in consultation with the head of the institution chooses the resource persons.

2.3.7 Details (process and the number of students/benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling / mentoring / academic advise) provided to Students.

Yes, there is a provision for the services of counsellor/mentors.

The class teacher system is a long standing tradition of the college. Every faculty member is a class teacher for a class of students whom he/she consistently monitors for academic issues over the period of study. The class teacher looks into matters regarding the academic performance, discipline, completion of academic requirements and grievances if any. The class teacher is the first person whom the student approaches for any academic guidance. The class teacher interacts with the parents for a comprehensive understanding of the problems faced by the students.

Students from rural background are motivated to boost their confidence levels and be part of the main stream. In addition, integrated development of the students is also ensured by value-education classes conducted by the management. Principal and Vice – Principal along with HODs

form the Grievance cell and address the behavioural problems among students.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The management constantly motivates the faculty to go beyond the tried and tested teaching methods to explore and innovate so that there is effective learning. The dynamics of globalisation, evolving new technologies, explosion of knowledge on one hand and rapidly changing attitudes, learning interests and goals of students on the other hand, have made innovation essential for the teacher.

The innovative quotient of the teacher is reflected in the individual unit planner where the teacher states the diversified methodologies/teaching aids employed in teaching. The impact of innovative teaching is studied through student feedback which seeks the students' opinion on innovativeness of the teacher.

Teaching innovations are brought to the notice of the IQAC, which in turn presents them to the management and the faculty at General staff-meetings/meetings of HODs, so that the best teaching practices may be adopted more widely and suggestions for improvement be made.

Best teachers from every department are awarded with a cash prize. The innovative teacher receive due appreciation by the Principal in staff meetings.

2.3.9 How are library resources used to augment the teaching-learning process?

The college has a well stacked general library and departmental libraries that cater to the needs of the teachers to take books for reference.

- The library manages to cater to the needs of teachers and students with access to books, magazines, journals and e-journals.
- Multiple copies of necessary text books in all disciplines are available. The books from the Departmental Library and General Library are issued to the students.
- A separate section in the library houses projects for reference purpose.
- Books for Competitive Examinations are issued to the students/teachers.
- The Librarian helps the departments to purchase the latest edition of the books as per the requirement of the teachers.
- Provisions for ordering books online are also given.
- To provide effective utilization Library is open to all students and members of the staff on all working days. Library works for extended hours from 8.30 am to 6.00 pm

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

There are generally no challenges in completing the curriculum within the planned time frame and calendar, yet contingency measures are in place to meet the disruptions in schedules due to unforeseen circumstances. Whenever necessary, departments take responsibility to put in extra sessions to complete the curriculum on schedule. When working days were lost due to political disturbances in the state, vacations had to be reduced to complete the curriculum and practical examinations were held on Sundays.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The IQAC is responsible for continuously monitoring, evaluating and reporting on the quality of teaching, teaching methods used, classroom environment and the effect on student performance.

The HOD of each department ensures the effectiveness of the process by weekly checks of the teaching diaries, academic records and syllabus completion statements submitted by the faculty. The effectiveness is further ensured through cross verification by the head of the institution.

Syllabus completions statements are also periodically submitted by the individual teachers in order to ensure timely completion of the syllabus. Departmental meetings are conducted when ever needed. The minutes are documented and signed by Principal.

Result analysis is submitted by the individual faculty.

Feedback is taken from the students twice in a semester for teacher evaluation. The institution has a structured feedback system for evaluation of teachers. The feedback is well structured and the questionnaire is comprehensively formulated to evaluate the teacher on various aspects such as Punctuality, approachability, subject knowledge, innovativeness, communication skills etc. The feedback is consolidated and analyzed in terms of the strengths and weaknesses of the teacher.

Informal feedback is also received through interaction with students by the Head of the Department and Institution. Feedback process is handled with confidentiality and sensitivity. The feedback is analyzed by the Head of the Institution and discussed with HOD. Each faculty then has a one-to-one interaction with the principal wherein suitable suggestions are given for the improvement of teaching.

Resource persons are invited for special lectures to reorient the teachers to new teaching methods and update them with the latest in their subjects. The college has a conducive learning environment.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Whenever curriculum is revised by the university and new subjects are introduced or to fill the gaps in curriculum or the institution intends to offer additional courses, the concerned department will identify the needs of training required to faculty to cope up with the changes proposed to introduce well in advance. The HOD makes a proposal of training required for the faculty members to the principal and the principal with the approval of the management deputed the faculty for training. If in case it requires to recruit additional faculty, the college will release notification for recruitment in the local newspapers and even national papers in order to reach the best faculty from the country.

There is a selection committee consisting of Principal, respective Head of the Department, senior faculty, one member from the management and external experts. The process comprises of screening of applications, sending call letters, putting them to technical tests and presentations and finally a personal interview by the selection committee. The College has the required number of qualified and competent teachers to handle all the courses according to university norms.

In addition to the regular faculty, visiting faculty from industry and academia are drawn to boost the knowledge and skills of the students to meet the changing requirement of the curriculum.

The management makes conscious efforts to retain the qualified and experienced faculty by (a) giving them a conducive environment for their career growth and (b) In addition to annual increments giving extra increments based on performance. Usually the college maintains excellent level of satisfaction level amongst the human resources.

Permanent Teachers			
Highest Qualification	Male	Female	Total
Ph.D	7	1	8
M.Phil	13	3	16
PG	52	29	81
TOTAL	72	33	105
NET/SET/SLET/GATE	13	2	15
Non Teaching Details			
Technical Staff	17	8	25
Administrative Staff	14	6	20
Support Staff	6	10	16
Total			61
Permanent Teachers			
Post	Male	Female	Total
Professor	19	5	24
Associate Professor	24	6	30
Assistant Professor	29	22	51
TOTAL	72	33	105

The List of Teachers and Non-Teaching Staff is enclosed as **Annexure - I**

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

To attract the new qualified faculty and retain the existing ones, the institution provides requisite facilities like transport for teachers coming from a distance, research facilities like library, internet etc.

The institution also conducts seminars related to the emerging area at regular intervals to enhance their knowledge skills.

To encourage staff to participate in faculty development programmes, workshops and seminars, the faculty is considered to be on duty and is provided with TA/DA and also with other benefits to upgrade their knowledge by participating in national and international seminars.

During the last three years many of our teachers have participated in number of state and national level conferences and workshops. The details are provided as **Annexure-III**

The college appoints temporary / ad hoc staff in addition to the permanent staff whenever vacancy arises to fulfill its responsibilities towards students.

The college also invites guest faculty from different academic institutions to deliver lectures on the emerging areas till the faculty are trained.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Year	2011-12	2012-13	2013-14	2014-15
Staff Development Programmes	3	2	3	4
Refresher Course / HRD Programmes	1	1	1	1
Orientation Programmes	1	1	1	1
Staff Training Conducted by the College	1	1	1	1
Staff Training Conducted by University / Other College	Nil	Nil	1	1
Summer / Winter Workshops Etc	Nil	Nil	2	1

Details are enclosed as **Annexure – III**

What percentages of the faculty have?

- been invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
- participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies
- presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies
- teaching experience in other universities / national institutions and others

Percentage of the faculty invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies	18%
Percentage of the faculty participated in external Workshops conducted by national/ international professional bodies invited	26%
Percentage of the faculty participated Conferences organized by external professional agencies	11%
Percentage of the faculty presented papers in Seminars conducted or recognized by professional agencies :	32%
Percentage of faculty having teaching experience in Other universities / National institutions and others :	28%

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution follows sound policy guidelines to recharge the teachers in the following manner:

- Research grants in the form of seed money to undertake research projects.
- Individual faculty can avail research grant from the institute by submitting their proposal to the Director through research committee.
- The faculty members are given special facilities for attending the examinations with respect to the M.Phil, Ph.D, FDP, MDP, Seminars, National and International conferences, training programmes etc.
- The Institute has also sponsored the faculty members for the National and International conferences, FDPs, MDP, Seminars and Workshops.
- The scholars are given study leave and they are provided with substitute teachers for their classes.

2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance / achievement of the faculty.

Many faculties of our Institute have been rewarded for presenting technical papers in various Seminars/Conferences that were conducted by external Professional agencies.

Few of them have received awards from the various levels for their teaching excellence.

Name of the Faculty	Institute Name
Dr. G. Srinivasa Rao	1. IIEM (International Institute of Education & Management), New Delhi. 2. GRABS Educational Charitable Trust, (Reg. No. 148/2013, Under the Indian Trusts Act), ISO 9001:2008 Certified, Chennai.
Dr. A.Maniprakash	Andhra Pradesh Pollution Control Board, Hyderabad.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

The Institute has teachers' evaluation by the students. The IQAC coordinates the feedback process. They are responsible for designing, reviewing and improving the feedback form. The feedback committee administers the complete process starting from student evaluation of the faculty to the analysis of the feedback. The analyzed feedback is handed over to the Principal. The Principal further analyses feedback and communicates to the individual faculty member for further improvements wherever required. In addition to the above process, the Academic coordinator also interacts directly with the students and collects first hand feedback and advises the faculty members for improvement. The Institute identifies certain gaps between the students' expectations and the class room teaching. Based on this feedback to cover the gap, the following steps are taken.

- Training programmes were organized for the development of the faculty members.
- Faculty development programmes were also conducted regularly to upgrade the faculty knowledge.
- Departmental experts were called to interact with the faculty members and identify the areas for the improvement. Based on which training programmes are designed and organized to enrich the faculty members.

Basing on all consistency of the feedback the top management has set standards for rewards

Feedback Percentage	Recognition
Above 85%	Letter of Appreciation and incentives.
70% - 80%	Appreciation letter
50% - 70%	Advised to improve
Less than 50%	He/she will be advised to improve, failing which will be replaced.

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes

Scheme of evaluation process and examination are communicated to the students and parents through the prospectus at the time of admission and during parents' meetings. Details of the examination system, the dates for the regular examinations and registration for regular and

supplementary examinations will be displayed on notice board and through circulars which are posted on the college website <http://aditya.ac.in/degree/>

The evaluation methods are informed to the students well in advance through the awareness programs conducted by the departments.

The previous exam question papers and model papers are made available to the students in library. The students are informed about class tests and assignments and their evaluation in the class and also through the display notice boards of the respective departments.

Notice boards are also used for informing students about the awarding of internal assessment marks and list of practicals to be performed in the labs. The pattern of examination is explained by subject teachers in the classrooms.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- University introduced ruled papers instead of white papers in end examination booklets to make writing easier for the students.
- College encouraged students to write notes in ruled books to make students convenient in end exams.
- University introduced weightage for internal examination for 20 marks in each subject and 80 marks for external exams.
- College will conduct two sessional exams for award of 20 marks and marks will be awarded on average of two exams.
- College conducts quarterly, half yearly, module and pre final examinations in 80 marks pattern.
- To bring uniformity in evaluation in scripts by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them.
- Special tests for slow learners.
- More assignments are given for practice.
- Answer sheets of the Internal Tests are shown to students and discussed to ensure no partiality or favoritism has crept into evaluation and thus, they are accorded opportunity to check total score and impartial evaluation of their answers as well.
- The students will be informed the mistakes committed and guided to improve their performance in next examinations.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The institution has followed the improved examination system as prescribed by the Adikavi Nannayya University.

An examination committee comprising of faculty members and staff has been formed to conduct the examinations to frame guidelines for the evaluation process and also to improve the quality in the process. The committee takes care of the effective implementation of any initiatives regarding the evaluation process. The committee meets regularly to monitor the proceedings with an objective of continuous improvement in quality. Any doubts about the evaluation system are made clear to the students.

- The students will not be allowed to bring any material inside the examination room.
- Laboratories are equipped with more than adequate equipment recommended by the university. The list of equipment is shown in **Annexure-XI**.
- Students are encouraged to do practicals individually.
- On first week practical demo will be given to students for better understanding of the practical.
- List of practicals will be framed in a lab manual for better understanding.
- No internal examination is conducted for practical. 50 marks external examination will be conducted by university by appointing external examiners.
- 50 marks will be divided according to weightage as follows :

• Record	-----	20%
• Circuit diagram, demonstration and connections	-----	60%
• Viva voce	-----	20%

2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

The Continuous Internal Assessment (CIA) evaluation pattern for UG:

- All the Courses are non-autonomous and hence are governed by Adikavi Nannaya University norms. Internal Assessment Test carries 20 Marks and External 80 Marks.
- Every student is to appear for the Week End Test conducted during every week. This provides them with an effective feedback about their understanding of the subject.
- Quarterly tests are conducted for half portion of syllabus during October, Half yearly tests are conducted in January for remaining Part of syllabus. In February / March, Module and Pre-final Examinations will be conducted. It acts as revision to the students for understanding of the subject and it will give confidence to them to appear in the final examination.
- Special classes are arranged for slow learners.
- Students are also assessed on the basis of home assignments, vivavoce, practical, student's seminar etc.

Summative evaluation:

The students are evaluated at the end of every academic session by the University. The examination pattern is as follows

- Part-I : 3 Hours paper of 80 marks for all Languages Papers.
- Part-II : 3 Hours paper of 80 marks for Foundation Course.
- Part-III : 3 Hours Paper of 80 marks for each group subject + Practical exam for B.Sc / Project work for BBA.
- The result of a student is considered holistically at the end of Part–III examination.

Positive Impact : Performance of our students in the University Examination is peerless. The ranks mentioned below reflect the performance of our students at university examination.

Rank of the students in the University Examination

University Ranks			
2014 - 2015			
Group	I Year Ranks	II Year Ranks	III Year Ranks
BSC	7	Nil	7
BCOM	Nil	4	NIL
BBM	2,3,5,6,8,9	1,4,9,10,10	1,3,6,8
BCA	1,3,4,5,9,10	5,8	3,4,7
2013 - 2014			
I Year Ranks	I Year Ranks	II Year Ranks	III Year Ranks
BSC	12	Nil	Nil
BCOM	1	Nil	Nil
BBM	9,10	4,6,7,8,10	Nil
BCA	6,7	3,6,8	Nil
2012 - 2013			
I Year Ranks	I Year Ranks	II Year Ranks	III Year Ranks
BSC	Nil	Nil	Nil
BCOM	8	Nil	Nil
BBM	4,5,6,7,7,8,9,10	Nil	Nil
BCA	1,4,9,10	Nil	Nil

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightage assigned for the overall development of students (weight age for behavioural aspects, independent learning, communication skills etc.)

To maintain rigour and transparency in the internal assessment, the teachers strictly adhere to the question pattern prescribed by the University. The record of the marks of all internal examinations is maintained centrally. Independent learning, communication skills of students are assessed through students' seminars, projects and group discussions. Besides in academics, students also participate in different intra and inter-college co-curricular and extra-curricular activities. Weightage are assigned for the overall performance of students on the basis of these activities internally; however, there is no scope in the final level for assigning such weightage for evaluating students' performance.

2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

As a whole the College endeavours to mould its students into talented professionals in their respective fields of study. They are expected to have a strong understanding of the basics of the discipline undertaken. Self reliance and skills in communication, coordination, planning, management, academic writing, and presentation skills are also expected by the students so that they can undertake any career that demands these skills. All these skills develop the personality and

outlook of the students and generate in them a social orientation. All the activities of the departments and the College are designed with this aim.

It is proved that students have attained above attributes by their performance in the university examinations as shown below.

The attainment of career by most of our students are placed in different companies and having good opportunities for development in their career.

FINAL YEAR RESULTS						
2014 – 2015 (MARCH-2015)						
GROUP	NO OF STUDENTS APPEARED	I - CLASS	II - CLASS	III - CLASS	TOTAL	PERCENT AGE
III BSC	151	76	27	9	112	74%
III BCOM	84	30	28	6	64	74%
III BBM	139	103	23	3	129	93%
III BCA	24	10	5	1	16	67%
2013 – 2014 (MARCH-2014)						
III BSC	142	79	17	14	110	77%
III BCOM	55	32	11	5	48	87%
III BBM	85	39	18	8	65	76%
III BCA	34	17	3	2	22	65%
2012 – 2013 (MARCH-2013)						
III BSC	217	133	15	21	169	78%
III BCOM	57	30	10	6	46	81%
III BBM	51	40	2	3	45	88%
III BCA	28	10	8	2	20	71%
2011 – 2012 (MARCH-2012)						
III BSC	173	90	16	11	117	68%
III BCOM	43	30	2	2	34	79%
III BBM	55	38	4	3	45	82%
III BCA	5	2	-	1	3	60%
2010 – 2011 (MARCH-2011)						
III BSC	285	154	12	24	190	67%
III BCOM	80	41	11	13	65	81%
III BBM	46	34	3	2	39	85%
III BCA	-	-	-	-	-	-

SECOND YEAR RESULTS**2014 – 2015 (MARCH-2015)**

GROUP	NO OF STUDENTS APPEARED	I - CLASS	II - CLASS	III - CLASS	TOTAL	PERCENT AGE
II BSC	249	133	34	20	187	75%
II BCOM	90	32	29	7	68	76%
II BBM	148	91	26	7	124	84%
II BCA	43	19	7	3	29	67%

2013 – 2014 (MARCH-2014)

II BSC	156	81	19	18	118	76%
II BCOM	93	45	12	10	67	72%
II BBM	142	71	25	10	106	75%
II BCA	24	13	2	3	18	75%

2012 – 2013 (MARCH-2013)

II BSC	145	74	19	16	109	75%
II BCOM	62	23	14	2	39	63%
II BBM	87	33	17	8	58	67%
II BCA	36	15	2	3	20	56%

2011 – 2012 (MARCH-2012)

II BSC	223	101	21	24	146	65%
II BCOM	63	39	3	3	45	71%
II BBM	56	34	6	2	42	75%
II BCA	34	13	8	1	20	59%

2010 – 2011 (MARCH-2011)

II BSC	175	77	15	10	102	58%
II BCOM	44	16	5	4	25	57%
II BBM	52	31	2	8	41	79%
II BCA	5	2	-	1	3	60%

FIRST YEAR RESULTS

2014 – 2015 (MARCH-2015)						
GROUP	NO OF STUDENTS APPEARED	I - CLASS	II - CLASS	III - CLASS	TOTAL	PERCENT AGE
I BSC	338	170	40	22	232	69%
I BCOM	95	43	21	11	75	79%
I BBM	167	110	23	9	142	85%
I BCA	67	26	17	5	48	72%
2013 – 2014 (MARCH-2014)						
I BSC	251	118	35	21	174	69%
I BCOM	83	31	15	7	53	64%
I BBM	141	69	21	11	101	72%
I BCA	48	16	8	7	31	65%
2012 – 2013 (MARCH-2013)						
I BSC	163	67	19	25	111	68%
I BCOM	97	46	13	11	70	72%
I BBM	155	73	27	11	111	72%
I BCA	29	16	3	2	21	72%
2011 – 2012 (MARCH-2012)						
I BSC	149	65	18	11	94	63%
I BCOM	71	37	5	4	46	65%
I BBM	98	42	9	6	57	58%
I BCA	38	14	7	2	23	61%
2010 – 2011 (MARCH-2011)						
I BSC	231	100	21	24	145	63%
I BCOM	63	23	14	3	40	63%
I BBM	53	27	9	6	42	79%
I BCA	38	18	1	4	23	61%

2.5.7 What is the mechanism for redressal of grievances with reference to evaluation?

The Institution has an effective mechanism for redressal of grievances pertaining to examinations. All the Grievances related to evaluation are promptly addressed by the examination cell as per the stipulated norms. A student has the right to appeal in case he/she is not satisfied with the marks given in the internal assessment test. The student can seek clarification from the teacher concerned. If not satisfied, the student may appeal to the Principal. Grievance Cell examines the grievances and ensures justice to the student. In cases of grievances pertaining to end academic examination there is a provision for revaluation and personal verification of the answer script as per the university norms. The grievance cell looks into the complaints about valuation and takes necessary measures to redress them.

2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’, give details on how the students and staff are made aware of these?

In the recent years, institutions of higher education across the country have recognized that a full commitment to teaching and learning must include assessing and documenting what and how much students are learning and improved their knowledge and skills.

The college does have clearly stated learning outcomes. Some of the learning outcomes that college aims to achieve are:

- Subject knowledge
- Employability skills
- Values and Character building
- Social maturity
- Professionalism
- Intellectual capabilities
- Emotional maturity
- Business acumen

The learning outcomes are clearly reflected in our vision and mission statement and program outcomes are also clearly stated and communicated to all the stakeholders. The faculty members are made aware of the learning outcomes during the induction and through staff meetings. The students are made aware of the learning outcomes during the orientation programme, throughout the duration of the course by the faculty members and in any of the student related programmes organized by the college.

The curriculum and the syllabi of the academic programmes offered in this college are transacted in such a way that these objectives are realized by the successful completion of the programmes. These learning outcomes are communicated to students, right from the beginning of the academic programmes when the fresher’s are welcomed. It focuses on making the students more employable and also a better person.

2.6.2 Enumerate on how the Institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the student’s results / achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Internal Assessment Test –

The College conducts internal tests through out the academic year. The evaluated answer sheets are given to the students to check their performance. Post internal assessments, the respective subject teachers and mentors counsels the weak students. If the performance of the students is not up to the mark, the examination committee coordinator will address the weak students and in certain cases, the Academic coordinator also addresses the students. The progress of the students is sent to the respective parents by short message service and post.

Classroom monitoring –

There is a continuous evaluation system through classroom assignments, presentations, group activities, case study analysis and role-play. The concerned subject faculty individually assesses the students on the basis of their subject understanding, communication skills, analytical skills and creativity. If the performance of the students is not up to the mark, the subject faculty along with the mentor counsels the students.

Attendance – Daily attendance of the students monitored and informed to their parents by sms and phone calls by the concerned class in charge. The Attendance committee prepares the attendance list once in a month and the same is notified to the students through notice boards and announce in the concerned class rooms. Parents are also informed through letters about the same. The students' attendance is tracked on a continuous basis to avoid the detention at the end of year by securing less than 75%.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The delivery of the content of the programme is aimed at achieving the learning outcomes. All the staff are involved in creation of a learning environment. All the students are valued equally during their learning journey with Institute. Accordingly, the curriculum, teaching and learning and assessment at college are student-centric. The College has formulated academic committees, centres of excellence that aim at enhancing the quality of learning, teaching and assessment across the Institute by providing academic leadership for the continued development of excellence in academic practice.

The teaching, learning and assessment strategies of the institution are devised in such a way that they help the students in the achievement of intended learning outcomes. The college ensures a head-start on the track to succeed through pragmatic approach thereby achieving academic excellence.

The students are provided several opportunities to augment their potential for the development of prudence, skill, stewardship, moral values and culture through its multifaceted curricular and co-curricular activities.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The examination branch furnishes the statistical data on the examination results which is analyzed by course teachers and HODs. The final analysis takes into account the feedback on the exams given by the students. The observations from the analysis are discussed in the departmental meetings after which suitable measures for improvement are planned and executed. Data is also collected from the placement reports annually regarding number of students' recruited department wise. On Alumni day, information regarding current educational and employment status of the alumni is obtained through a Performa.

Measures are taken by the respective departments if recruitment rate is lower than expected. The evaluation results help us to assess the needs and performance levels of the students giving way to suitable modifications of curricular designing in order to make it level - appropriate and industry - relevant. Student inadequacies in meeting the learning outcomes are dealt proactively through counselling and remedial for an improved performance in backlog examinations.

- To provide quality jobs to the students, the College Training and Placement Cell trains the students to suit the various needs of the industry, how to face the interviews and gives handy tips to the students to face the group discussions and invites various organizations for campus recruitments.
- The college laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively.
- The college magazines provide them platform to give expression to their innovative and creative flight.
- The college organizes industrial visits and interactive talks delivered by industrial executives to instill entrepreneurship amongst students.
- The college faculty instills research aptitude in the students by giving them minor projects.
- The college's NSS Wing regularly organizes programmes to enhance the social relevance of the courses.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

After every internal exam, staff meetings and department level meetings are held to analyze the students' performance. If a student is performing well in one subject and not performing or attending classes of other subjects, such cases are discussed seriously and taken care of to understand the ability of that student and try to help them to perform well the next time. Efforts are made to create the students' interest in that particular subject so that the result improves. Sometimes we come across few students who have barriers of learning.

These barriers are addressed by:

- Tutorial system to enhance personal attention on students
- By showing answer books to make them understand their strengths and weakness
- Extra classes for slow learners
- Providing question banks
- Timely redressal of students grievances
- Discussion of previous year question papers

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The institution has a clearly defined, set mechanism to monitor the learning outcomes. The student performance, feedback and counseling analysis is one of the important bases to find about their skill, strengths, interested activities, career objectives and expectations from the institute. This will be used as a reference to monitor the student progress and achievement of learning outcome.

Attendance and feedback is compulsorily taken for all guest lectures, workshops, training and other value added programmes offered to the students by respective departments or committees. In case of regular absenteeism to the programmes the student will be counseled by the faculty members.

Regular internal assessment tests, presentations, case analysis and quizzes are conducted to ensure the subject learning of the students. Post industrial visits, the placement team insists on written report on applicability of theoretical concepts in the real scenario to ensure the expected learning outcome. To assess the positive impact of the trainings on employability skills mock tests are given. Mock interviews are conducted by a team of faculty and HR experts to check on their readiness of the student to meet the industrial requirements.

2.6.7 Does the institution and individual teacher use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Continuous Student Evaluation includes assessment through internal assessment test, assignments (presentations, case analysis, project etc), class participation and involvement in curricular, co-curricular and extracurricular activities, initiatives and co-ordination of programmes at the institute. This will provide information about the overall development of the students.

The institution uses assessment as an indicator for planning the academic activities. The head of the institute considers student evaluation results to give proper directions to the faculty members with respect to teaching methodology, mentoring process and other activities for the improvement of student.

Various departments/committees plan activities and student development programmes based on the outcome of the student evaluation process.

The faculty members use students' assessment to take necessary measures to improve the performance. This will also help to find whether learning objectives are achieved or not. Faculty will consider the assessment data to plan for the next semesters in terms of classroom activities, assignments and teaching methodology.

Mentors will use assessment data to suggest learning techniques to the mentees for improvement.

CRITERION III

RESEARCH, CONSULTANCY & EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Active research work is going on in the institution. Faculty are presenting/publishing their papers in journals and conferences. Students are encouraged to take up live projects as part of their course. They are also encouraged to present their papers in conferences/symposiums organized by other institutions. In our parent university, ANUR, there is no such provision of recognized research centers. The college possesses all required infrastructure for doing research work and also accepts consultancy to offer solutions for their problems referred by industries/other agencies. The college is also a recognized study center for Nagarjuna University distance education courses.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes. Quality research on the campus is ensured through a Research Committee which monitors, promotes and addresses the issues of research. The Research Committee comprising Chairman, Director, Dean and two members guides faculty and students towards quality research.

Research committee:-

1) Dr. A. Mani Prakash	Chairman
2) Dr. G. Srinivasa Rao	Director
3) Mr. G. Rajkumar	Dean
4) Mr. K. Suresh Kumar	Member
5) Ms. S. Suma	Member

Research Committee – Functions/Recommendations:

- Identifies training needs of researchers.
- Encourages the faculty to register for M. Phil and Ph D Programmes.
- Encourage and assists the departments to apply for grants to organize seminars.
- Encourages the faculty members and students to present research papers at State, National and International level Seminars and Conferences.
- Identifies emerging areas for student projects which are a part of the curriculum for students of some branches like BBM, BCA and M.Sc (Biochemistry & Microbiology).
- Encourages the faculty and students to conduct Seminars/Workshop/Conferences in the college.
- Encourage to subscribe for National and International research journals.
- Encourages the faculty members to publish their research articles in National and International journals.
- Encourage the students to apply for summer training programs conducted by National

Institutes.

- Encourage the students to present their models, posters and innovative papers in conferences conducted by various other institutes.
- Awards and incentives are given to both faculty members and students for research publications at National/International level.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- **Autonomy to the Principal investigator:** Yes, the principal investigator is given autonomy in terms of flexible teaching time, going in the field for the research and using college resources for this purpose.
- **Timely availability or release of resources:** Yes, the investigating team is given resources well in time in terms of computers and infrastructural resources by the college.
- **Adequate infrastructure and human resources:** Yes, the college provides adequate infrastructure in terms of lab equipment & materials and human resources in terms of computer operators, research associates and lab attendants as per the requirement.
- **Time-off, reduced teaching load, special leave etc. to teachers:** Yes, the college has the provision of time off with reduced teaching load and a special leave to the teachers involved in research activity.
- **Support in terms of technology and information needs:** Yes, the college based on the recommendation of research committee makes availability of computers with internet facility with wi fi connections and software.
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities:** Yes, the college facilitates timely auditing and submission of utilization certificate to the funding authorities.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- Students are encouraged to ask questions and understand the basis of any concept or theory and its application.
- Faculty members encourage the students to be a part of their ongoing research projects.
- Students are taken on industrial visits and visits to other research bodies for giving research orientation.
- Students are encouraged and guided to participate in seminars and conferences on the upcoming technologies and its prospects. They are given a chance to interact with the resource persons during these events and develop their knowledge for doing the research.
- Faculty members have been guiding the students in their small research projects and to write and take part in technical paper contests.

- Students are encouraged to carry out their dissertation work with the application of scientific research methodology.
- The students are also given small projects by the faculty members teaching different subjects to inculcate research culture among the students.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The faculty members are being encouraged to identify the areas and specific research projects to be recommended to the research committee and the management. The faculty members are also encouraged and rewarded for involving students in their research project.

3.1.6 Give details of workshops/training programmes/sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The institution conducts many technical seminars, conferences and workshops inviting eminent personalities with varied expertise areas to address the students and faculty members to imbibe research temper in them. Both students and faculty members are encouraged to interact with these personalities and take opinions on their areas of interest. The List of Seminars/ Workshops/ Training programmes/Sensitization programmes is enclosed as **Annexure –IV**



*Message by Prof.B.C.Chowdary,
Sr.Advisor, Wildlife Trust India, Noida.*



*Message by Prof.E.N.Dhanamjaya Rao,
Registrar, ANUR, Rajahmundry.*



*Visit to Electronics Exhibition by
Sri.N.C.S.Murthy.*



*Prof. George Victor, Vice-Chancellor of
ANUR releasing the souvenir of AURA-13.*

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

List of faculty members and their prioritized research areas and the expertise available with the institution:

S. No.	Name of the faculty	Experience in Years	Department	Area of Expertise
1	Mr.U.Mallikarjuna Rao	21	Mathematics & Statistics	Real Analysis
2	Mr.I.S.R.Bapanna	20	Mathematics & Statistics	Numerical Analysis
3	Mr.R.Prasad	19	Mathematics & Statistics	L-Almost Distributive Lattices
4	Mr.Ch.Rajasekhar	10	Mathematics & Statistics	Differential Equations
5	Mr.M Narayana Rao	44	Physics & Electronics	Optics
6	Mr.G.S.N.Murthy	39	Physics & Electronics	Electronics
7	Mr.T.Pothu Raju	10	Physics & Electronics	Nuclear Analytical Techniques
8	Mr.V.S.N.Kumar	15	Computer Science	Data Mining
9	Mr.L. DiwakarRao	14	Computer Science	Web Technology
10	Mr.G.Hemanth Kumar	12	Computer Science	Data warehousing
11	Mr.U.L.N.Kumar	10	Computer Science	Data Mining
12	Mr.M.Janakiram	10	Computer Science	Web Technology
13	Mr.N.B.C.S.N.Murthy	10	Computer Science	Web Designing
14	Mr.G.Naga Srikanth	10	Computer Science	Web Technology & Networks
15	Mr.M.Satish Kumar	6	Computer Science	Networking
16	Mr.A.Samyul	6	Computer Science	Computer Networks
17	Ms.D.L.Prasanna	5	Computer Science	Networking
18	Mr.N.H.Satish Kumar	1	Computer Science	Networking
19	Mr.M.Sudhakar	34	Chemistry	Physical Chemistry
20	Ms.S.Sarada Devi	21	Chemistry	Pollution
21	Mr.U.Sita Ram	14	Chemistry	Natural Products
22	Mr.M.D.V.Prasad Rao	13	Chemistry	Organo Metallic Compounds
23	Dr.A.Mani Prakash	16	Life Sciences	Air Pollution
24	Mr.G.Raj Kumar	14	Life Sciences	Bioremediation
25	Mr.S.V.N.Suresh Kumar	14	Life Sciences	Antioxidants & antimicrobial activity of mangrove plants
26	Mr.K.Krishna Chaitanya	8	Life Sciences	Immunology
27	Dr.Sh.Goremastan	1	Life Sciences	Bioengineering & plant molecular biology
28	Dr.G.V.S.Nageswara Rao	24	Commerce	HR & Finance
29	Mr.S.A.G.Ansarali	18	Commerce	HRM

S. No.	Name of the faculty	Experience in Years	Department	Area of Expertise
30	Prof.P.V.V.S.V.Prasad	18	Commerce	Agriculture Economics
31	Mr.P.S.Balaram	10	Commerce	Accounting & Finance
32	Ms.M.Suma	6	Commerce	Recruitment & Retention
33	Prof. B.E.V.L.Naidu	18	Management	Entrepreneurship
34	Dr.H.Dhilleeswara Rao	18	Management	Health Economics
35	Dr.G.Srinivasa Rao	17	Management	Finance & Management
36	Mr.Md.Shahuddin	13	Management	HRM/MM
37	Ms.K.Karuna	13	Management	HRM
38	Mr.K.V.Nagaraj	12	Management	Rural Marketing
39	Ms.E.Suneetha	11	Management	Banking (MM)
40	Mr.M.D.T.Gopal	42	Humanities	English Language And Literature Communication Skills
41	Mr.P.A.Khan	25	Humanities	Functions of Grammar
42	Ms.P.Sujatha	22	Humanities	Literature
43	Mr.S.Sada Siva Rao	22	Humanities	Commerce Accounts Research
44	Mr.V.S.N.V.Narsinga Rao	19	Humanities	Poetry
45	Mr.S.V.R.Prabhakar	18	Humanities	Information Communication Technology on Academic Library
46	Ms.N.Satya Sirisha	16	Humanities	International Economics
47	Dr.D.S.D.Syamala	16	Humanities	Poetry
48	Ms.B.H.V.Rama Devi	15	Humanities	Literature
49	Mr.M.Subrahmanyam	15	Humanities	Banking sector / Insurance sector
50	Ms.K.Anuradha Durgesh	14	Humanities	Library Resources
51	Ms.K.Shobha Angel	11	Humanities	Poetry and Grammar
52	Ms.Sk.Gousya Parveen	8	Humanities	Literature
53	Mr.T.Tejaswara Rao	7	Humanities	Literature
54	Mr.P.Narasimha Rao	5	Humanities	International Trade
55	Mr.P.Mukunda Rao	3	Humanities	Modern Literature

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

- State and national level conferences and seminars are organized in association with professional bodies.
- Eminent researchers are invited for lectures on emerging areas and interact with teachers and students.
- Experts are also invited as judges for technical events and also to review final semester students' projects.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The institution has a policy to sanction sabbatical leave to faculty and staff for upgrading their qualifications and research activities. Around 10 % of the faculty members have improved their qualifications from PG- M.Phil and PhD by using the sabbatical leave.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

- The awareness about the latest research available at institute level is shared among the students and faculty.
- Apart from imparting knowledge from text book, the teaching – learning activity is made practical by giving assignments on various research topics so that the students get initiated in reading the journals and technical papers.
- The student is motivated into creative thinking process in all spheres.
- The college is also initiating to conduct various research workshops and seminars to create research inventions by their own.
- The college also organizes award winning ceremonies to felicitate outstanding projects.
- The faculty also presents their findings of research in journals and seminars to transfer the relative findings of research to other co researchers.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

In the annual budget of the Institution, 5% of total receipts is allocated for research & development activities. The management is committed to encourage the faculty to take up R & D activities and is ready to extend financial support to the possible extent. The major expenditure consists of creating infrastructure facilities like purchase of equipments, software and other recurring expenditure like registration fee for conferences/journals for presentation/publication of technical papers, travel expenses etc.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The funding plan will be developed after the approval of the research project on the basis of the Research Committee's recommendations.

Institute has a provision to provide seed money of Rs.5.00 Lacs to the faculty for research projects. Institute bears all the expenditure including boarding, lodging and registration fee for the same.

3.2.3 What are the financial provisions made available to support student research projects by students?

The students are encouraged to take up research oriented and live projects during their UG (Eg; B.Sc, BBA, BCA) & PG (Eg; M.Sc , Biochemistry and Microbiology). Financial assistance is provided for some of the meritorious and economically backward students.

Management also funds for participation in seminars, conferences and study tours related to the research project. Institute bears all the expenditure including boarding, lodging and registration fee for the same.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The faculty members of the concerned department are asked to identify the involvement or inputs needed by them from other faculty members or department when they propose the research project. Detailed analysis and documentation is sought with reference to such involvement or inputs. The Research Committee, on review of the proposal of the concerned faculty members, invites the views of the other departments or faculty members on the research project and their involvement in the project. The Research Committee thereafter conveys their approval or rejection to the project proposal.

The institution conducted inter disciplinary projects in the campus like – Effect of metal ions on enzyme activity at different P_H

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- The institute has adequate number of computers of latest configuration with internet facility in all the departments.
- The required and relevant equipment and licensed software for regular academic work and for research purpose are also available in all the departments.
- In case the faculty requires any new equipment for their research activities it can be acquired by the funds received from the funding agencies.
- Management is always ready to invest at any time.
- The Institute has a well stacked library which includes latest syllabi as well as reference books of all relevant subjects and disciplines and the institute is always eager to purchase new editions of books every year.
- The college has digital library with e-journals, Internet, N LIST, and DELNET
- The college has spent about Rs.1.37 Lacs for the year 2014-15 on learning resources and Rs.21.53 Lacs on specialized hardware and software for the staff and students to expose new technologies in-vogue in industry.
- The serene atmosphere and the facilities provided in the library encourage/motivate the staff and students to take a forward step to pursue research in their relevant field/interests.
- Both Faculty members and students are instructed to present the progress of their research work periodically.
- All the faculty and students involved in research works are permitted to utilize the facilities available for their research work without any hindrance during and after the college hours.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

College received grants from beneficiary agencies and industries for Consultancy works. A total amount of Rs.5.6 Lacs has been received from industries for consultancy works during last four years. The details are enclosed as **Annexure - VIII**

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

The faculties are encouraged to submit proposals for securing funds for research activities from various funding agencies, industry and other organizations by using the facilities available in the college. In case any faculty awarded/received research project from any of the agencies, the management will provide required infrastructure to complete the project within scheduled time. The work load of such faculty will also be relaxed and required leave will also be sanctioned. As a result many of our faculty members have received research projects and involved in consultancy works.

The details of ongoing and completed projects are given as **Annexure - VIII**

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

UG & PG courses are available in the college with all resources like laboratories with state of art facilities, library-digital library and huge computer lab with required software especially for research and project works of the students.

Internet connectivity and Wi-Fi facility is also available for the students and faculty.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- Budgeting for the next five years towards research
- Upgrading the existing facility
- Collaborating with various industry and labs for improvement research activities

The emphasis of the institute is being gradually transformed to research from regular teaching as the institute is completing 17yrs of existence.

Some of our faculty members are in the process of submitting their proposals for sanction of research projects and funding to UGC, DBT and other funding agencies.

The management is committed to upgrade the existing facilities to an extent of research centre without compromising on allocation of required funds in future.

Sophisticated instruments, modeling tools, data processing software and modern equipments will be purchased every year for upgrading and creating the infrastructural facilities for research to meet the needs of new and emerging areas of research.

The institute is making continuous efforts to improve its interaction with industry and to have collaborative research with industry.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments /facilities created during the last four years.

Yes, The College received Rs.6.9 Lacs from Industries for Consultancy Work in the last 4 years and invested the same for development of facilities in the college.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

The college has one well established computers lab with adequate number of computers, softwares, internet and e-learning resources for the benefit of researchers, faculty and students beyond the college hours. The college has well established library with a lot of reference books for all subjects and also provide scientific journals for researchers.

3.3.5 Provide details on the library/information resource centre or any other facilities available specifically for the researchers?

The college has subscribed to the e-journal packages by which the journals can be downloaded by all faculty, students, researchers and staff members. Considering the importance given for R&D in our campus, all faculty and staff members utilize this facility to come out with constructive outputs in terms of publication, funded projects, consultancy and innovative products and solutions. Faculty members have been provided with login facility.

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college. For eg. Laboratories, library, instruments, computers, new technology etc.

Efforts are being made to have collaborative research facilities in the college campus as per the curriculum of ANUR, Rajahmundry and AU, Visakhapatnam.

The college has well equipped laboratories for all departments, which can be utilized effectively by the faculty and students time to time. The college creates conducive atmosphere for research in the college in respect of Laboratories, Library & E-Library, Computers, Instruments, Seminar Hall with LCD etc.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students

The staff has achieved good results in research activities by completing the research work. The faculty members of the institution have published 77 papers in National and International journals and presented many papers in National/International conferences/seminars in the last few years.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Yet to be published

3.4.3 Give details of publications by the faculty and students:

S.No.	Faculty name	Department	Number of paper publications		
			National Journal	International Journal	Total
1	Mr R.Prasad	Mathematics & Statistics		1	1
2	Mr.T.PothuRaju	Physics & Electronics		4	4
3	Mr.H.Murali Krishna	Physics & Electronics	1	1	2
4	Mr.M.Satish Kumar	Computer Science		1	1
5	Mr.G.Naga Srikanth	Computer Science		1	1
6	Ms.D.Lakshmi Prasanna	Computer Science		5	5
7	Mr.A.Samuel	Computer Science		1	1
8	Mr.G.Hemanth Kumar	Computer Science		1	1
9	Mr.M.Janaki RamaRao	Computer Science		1	1
10	Mr.S.V.N.Suresh Kumar	Life Sciences	1	1	2
11	Dr.Goremastan Shaik	Life Sciences		13	13
12	Mr.G.Rajkumar	Life Sciences		3	3
13	Dr.A.Mani Prakash	Life Sciences		3	3
14	Mr.K.Krishan Chaitanya	Life Sciences		5	5
15	Dr.G.V.S.Nageswara Rao	Commerce	1		1
16	Mr.S.A.G.Ansarali	Commerce	1		1
17	Ms.S.Suma	Commerce		2	2
18	Mr.P.S.BalaRam	Commerce		4	4
19	Mr.B.E.V.L.Naidu	Management		3	3
20	Dr.G.Srinivas Rao	Management	1	9	10
21	Dr.H.Dhilleswar Rao	Management	1		1
22	Mr.Md.Shaidden	Management	1		1
23	Mr.K.V.Nagraj	Management	1	2	3
24	Ms.B.Venkata Rama Devi	Humanities	3		3
25	Mr.S.V.R Prabhakar	Humanities	3	2	5
		TOTAL	14	63	77

Details of Publications are enclosed as **Annexure - II**

3.4.4 Provide details (if any) Research awards received by the faculty

Dr. G.Srinivasa Rao. Dept. of Management was recognized as top researcher for the article 'Economic Empowerment of Rural Women through Micro Finance' published in Volume 4 Issue 3 July – September 2014 in **IJMBS**.

Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally

Dr. G.Srinivasa Rao. Dept. of Management, received

- “**Eminent Educationalist Award**”, in Sept, 2011 from **International Institution of Education and Management (IIEM), New Delhi** for outstanding contribution to the field of Education.
- “**Best Teacher Award**” from Grabs Educational Charitable Trust.
- “**Shiksha Gaurav Puraskar**” from Centre for Education Growth and Research.

Incentives are given to faculty for receiving state, national and international recognitions for research contributions. The faculty will be reimbursed the cost of the registration for the papers published in the reputed journals and towards travelling expenses for presenting papers in conferences.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institution encourages consultancy work by either developing the industry project in house or having faculty members as part of the projects being developed in the concerned company.

The institution frequently invites experts from the industry for guest lectures, workshops, seminars and conferences. The institution also organizes industry visits by the students and facilitates internships with companies to provide real time experiences to the students.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The Institute has a consultancy cell, which includes the Principal as the head, experts of all the departments and experts from industry as members. The institution on recommendations from the consultancy cell actively encourages consultancy works by individual faculty members. Besides allowing the concerned faculty member to undertake the consultancy work, the faculty member is entitled to use the facilities and the students at the college for the purpose of consultancy. All the faculty members are informed from time to time about the consultancy assignments taken up by other faculty members and also the opportunities available for other consultancy works.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The college motivates the professionally qualified faculty to utilize their expertise for services with the permission of the institute to promote liaison with industry/companies. In return, the students get an opportunity to visit these companies and the placement process is, thus, facilitated. In addition outstanding achievements are appreciated with awards and certificates during celebrations/meetings.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The faculty along with some of the students has taken up consultancy works to offer solutions to the problems referred by the local industries and other institutions and the revenue generated during last 4 years is Rs 5,59,000/-

The Consultancy is provided by the college faculty on the gratuitous basis also and no revenue is generated from the same.

The major areas of consultancy offered by the college are:

- 1) Maintenance of Electronic Equipment
- 2) Testing of Hardness of Water
- 3) Training on Programming Languages
- 4) Microbial Analysis
- 5) Marketing Survey
- 6) Irrigation Projects
- 7) Preparation of DPRs
- 8) Development and Maintenance of websites

The year wise details of consultancy works undertaken and amounts received department wise for last four years is enclosed as **Annexure - VIII**

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (Staff involved: Institution) and its use for institutional development?

The college is having a policy of sharing the income generated through consultancy in the ratio of 60:40 by the institute and faculty involved in consultancy works. The share received by institution is utilized for developing the infrastructure and in the creation of research facilities in the organization.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College has two NSS Units with 100 students each and with 1 Programme Officer. College also involves all the faculty members. All the students at the entry level are encouraged to join NSS. NSS volunteers are involved in the following :

1. Environment Enrichment and Conservation:

- Plantation of trees, their presentation and upkeep.
- Creating tree consciousness among the community.
- Construction of roads, village streets, drains etc., so as to keep the environment clean.

2. Health, Family Welfare & Nutrition Programmes:

- Programmes of mass immunization, Blood Donation by willing NSS volunteers and preparation of inventory of blood groups of potential blood donors
- Provision of safe and clean drinking water supply
- Free dental and eye check up camps

3. Social Service Programmes:

- Work with the organizations of child welfare
- Work in institutions for physically challenged and mentally retarded
- Work in orphanages, homes for the aged etc.
- Special NSS weeklong programmes

More than 80 programs are conducted in last three years. Details are enclosed as **Annexure-VI**

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

Students are motivated to take part and associate themselves in various programmes that promote good citizenship and social service to community. Students are to submit a photocopy of attendance, participation certificate soon after they return back to the institution. When students return to the campus, the institution or the departments concerned organize reflection sessions, which enable the students to assimilate their experience of their involvement in various social movements and struggles. Students also make presentations or share experience when they are sent out to participate in sessions/seminars on social issues. Thus tracking students' involvement in various social movements and activities, which promote citizenship roles, becomes smooth and easy.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institute consistently associates with all its stakeholders frequently as part of continuous improvement programme. Meeting with parents, well wishers, Alumni and informal conversation with public on many occasions (in campus and off campus) has provided sufficient information for implementing their ideas and suggestions for enhancing the quality of the institution and overall performance. Written documents such as visitors' diary and feedback questionnaire are formal methods that are adopted by the institution for seeking the stakeholders' perception.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institute attempts to reach and extend its programme through various organized activities such as workshops, seminars, conferences and annual technical and cultural activities. These programs encompass, both in content and coverage for the students, faculty and supporting staff.

The management will provide adequate funds to meet the expenditure incurred in the organization of such activities.

The management has developed evaluation tools for stakeholders to record their opinions, suggestions and objection for constructive developments for future. Institute is highly concerned with its stakeholder i.e. students, parents, staff and alumni.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The institution promotes the participation of students and faculty in extension activities by way of presenting the participation certificates and mementos to the students and faculty. During

admission and orientation, the representatives of NSS units appraise students on the benefits and scope of the extension activities. The detail of the program is displayed on the notice board and an interaction of students is organized with NSS officer

The college is also providing necessary financial assistance to conduct programs such as NSS etc.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The institution sincerely practices state social affirmative schemes introduced by the government for the upliftment of higher education to under privileged communities.

The college NSS unit has been organizing many activities. The students along with the college faculty have visited the orphanage, blind home and lepers' society.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Most of the extension activities are trying to build students leadership skills, communication skills, emotional intelligence and developing organizing skills in addition to make them responsible citizens with concern for society, environment and country at large. Experiences gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits. Such programmes encourage students to develop a lifelong ethic of service to society.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution is roping in communities to actively participate in all the extension activities. This has contributed to both community institution networking and development of institutions. Awareness drives conducted involve the participation of local communities including the target beneficiaries. Extensive local participations were witnessed during tree plantation, blood donation and vigilance awareness drives. The alumni association is also deeply involved in all these extension activities.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- The NSS Unit of the college conducts Blood Donation Camps in collaboration with Red Cross organization.
- In association with Red Ribbons, Aids Rally was conducted
- In association with Red Cross, organized Clean and Green programmes in Hududh Cyclone affected areas and provided necessary services to the cyclone affected people in Visakhapatnam for 4 Days
- In association with Red Cross, organized camps in surrounding villages for Hududh affected people in Uppada for 2 days.

- Students have actively participated and provided necessary services to the pilgrims on the occasion of Godavari Pushkaram in July 2015.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

The institution has received

- Certificate of Appreciation by Rotary Blood Bank, Rotary Club, Kakinada for immense contribution in collecting 10,000 units of blood by conducting Blood Donation Camps in the year 2013.
- “Outstanding Performance Award” from Government of Andhra Pradesh for being the best Jawahar Knowledge Center from the then Chief Minister of Andhra Pradesh Dr. K. Rosaiah.



3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

In collaboration with Arvee Associates, Hyderabad, our Principal Dr.A.Mani Prakash has conducted joint research and surveys on following activities:

- Preparation of Feasibility For 6 Laning of Ahmedabad - Bamanbore - Samakhiali @ Bamanbore - Rajkot Section of Nh-8a & 8b In The State of Gujarat.
- Preparation of Detailed Project Report for Manoharpur- Dausa-Lalkot-Kauthan Section of Nh 11a & Nh11a Ext. Under Nhdp in the State of Rajasthan.
- Feasibility Study and Preparation of Detailed Project Report For Construction of New 4-Lane Bridge Over River Ganga At Downstream of Farakka barrage Including approaches connecting Farakka-Raiganj Section of NH-34

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution has MOU's with other institutions like:

- Randstad India Pvt., Ltd. to train and conduct test/ interviews for shortlisting students for hiring.
- Tata Institute of Social Sciences (TISS) to train and provide certifications for management students
- Banking and Financial Services of India (BFSI) offers certificates course for management students
- Baladitya School to guide students in Science Fair
- Slim Gym to provide basic blood tests for all the candidates who join the Gym
- Rajiv Gandhi Institute of Management Science for maintenance of equipment
- Medicare Labs & Sai Durga Laboratories for training Lab Technicians

3.7.3 Give details(if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/new technology/placement services etc.,

All the departments of this college are involved in industry interaction by way of organizing guest lectures by prominent people from industry on latest trends and developments in the industry. They are also indulged in sponsored research and consultancy activities with industries which are explained earlier. With the funds received under the above activities the management has developed infrastructure facilities like augment of laboratories, purchase of required software, books etc.,

3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provides details of national and international conferences organized by the college during the last four years.

The institution organizes many conferences, seminars and workshops inviting experts in their areas of interest to keep the students and faculty members equipped with the latest developments in the industry.

List is enclosed as **Annexure - IV**

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

a) Curriculum Development/Enrichment:

Since our college is an affiliated institution, our contribution is very minor in development/enrichment of curriculum. We forward our recommendations to university to include certain changes or to introduce new subjects meeting the demands of market by considering developments in Science & Technology.

b) Internship/On-the-job training:

Internship/On-the-job training is arranged by many institutions to our students like

- i) Coramandel Fertilizers, Kakinada.
- ii) A.P Paper Mills, Rajahmundry.
- iii) NFCL, Kakinada.
- iv) Sai Sudha Hospitals, Kakinada.

c) Summer placement: Many companies visit our campus regularly and recruit our students.

d) Faculty exchange and professional development: Faculties are sponsored for attending FDPs/Training Programs/Workshops organized by Universities/other institutions. Faculty from other institutions is also invited to deliver guest lectures.

e) Research: For collaborative research, there is an MOU between our Principal Dr.A.Mani Prakash and Arvee Associates, Hyderabad.

f) Consultancy: Yes. There are MOU's with local organizations for providing consultancy services.

g) Extension: The College through its NSS Unit organizes many extension/social service activities in collaboration with a number of local bodies

h) Publication: Yes

i) Student Placement: Many companies visit our campus regularly and recruit our students.

j) Twinning programmes: NA

k) Introduction of new courses: Being an affiliated college, we are not allowed to introduce new courses; however we offer additional professional training/courses as enrichment courses to improve the knowledge level and employment opportunities to the students.

l) Student exchange: NA

m) Any other

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The need for collaborations with the industries and institutions are planned during the College Academic Council and IQAC meetings. The deliberations of the meetings are conveyed to the HODs and the Training and Placement Cell through the principal and necessary initiatives are taken to implement the same. The departments are also involved in establishing linkages and collaborations with industries and research institutes.

CRITERION IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The college was established in 1998 with a few subjects of Science and Commerce with an initial strength of 68 students. During the last 17 Years the number of students has increased manifold and has touched the mark of 1868. New courses and new combinations were added.

The college has always been proactive in its approach towards creation and enhancement of infrastructure for the benefit of the students. At the beginning of the academic year, assessment for upgradation/replacement/addition of the existing infrastructure is carried out on the suggestions from Head of the institution, heads of the departments, lab assistants and system administrator after reviewing course requirements, working condition of the existing equipment and also student's feedback. Lots of efforts are made to improve the infrastructure to capacitate increase in strength of the students.

- Innovative teaching and learning practices are encouraged to ensure optimal utilization of the resources
- Optimum utilization of the infrastructure is ensured through conducting workshops/ awareness programmes for faculty on the use of new technology
- Adequate and well-qualified lab assistants/system administrators are appointed to ensure effective utilization of infrastructure
- Maximum utilization of the infrastructure is ensured by organizing certificate courses, co-curricular activities/ extra-curricular activities, campus placement training classes, campus recruitments, meetings, seminars, conferences etc., beyond regular college hours.
- It is used as an examination centre for Government examinations, University exams such ICET, EAMCET, KLUCET, APPSC, GATE etc., and also for Andhra University and Adikavi Nanayya University Degree and P.G. Exams. It is a nodal deposit centre for AU & ANUR Degree & P.G exams and also a Spot valuation centre.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The college campus is in the heart of the city of Kakinada. It is endowed with excellent physical infrastructural facilities to support the teaching-learning process. The main campus is spread over one acre of land. A master plan has been prepared for the campus.

- Our college has 36 spacious classrooms with proper lighting arrangement, ventilation, dais & podium.
- The college has two blocks which are interconnected by stair cases.

- The administrative block is in the ground floor of block 1.
- The central library with adequate space, large number of books and journals, internet connectivity, INFLIBNET – NList, DELNET and other support facilities, is located on the ground floor of block 2.
- Faculty rooms and discussion room to facilitate the academic programs.
- Tutorial rooms for special remedial classes for weak and needy students.
- An outdoor sports ground for sports activities.
- Hostel facility for girls & boys separately.
- Health care centre to meet the medical needs of the students & staff.
- For girl students, a separate rest room and ladies room is available.
- Safe drinking water facility for students and staff.
- We have a large cafeteria to serve food and refreshment needs to staff, students and guests.
- Parking facility in extended campus with capacity of more than 100 vehicles.
- Two A.C Guest rooms are available.

Technology enabled learning spaces/facility : All the departments of the college have been provided with computers. The entire campus is connected with intercom facility. The college has 5 e-classrooms with provision for Overhead Projectors, multimedia learning and Wi-Fi connectivity.

Seminar Hall : Two well equipped seminar halls with LCD projector, Audio-Visual equipments for conducting extension lectures, staff meetings, and literary and cultural programs and competitions.



Laboratories : The college has 19 well equipped laboratories.

Department Wise - Number of Laboratories

Department Name	No. of labs
Mathematics & Statistics	-
Physics & Electronics	4
Computer Science	4
Chemistry	6
Life Sciences	5

Department of Physics & Electronics



Department of Computer Science



Department of Chemistry



Department of Life Sciences



Specialized facilities :

The college has 4 state-of-the-art Computer labs with nearly 170 Computers. The staff & students are given free access to internet so that they can enrich their knowledge.

b) Extra- curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

- **Sports :** The college has always created a niche for itself in the field of sports. The College has extensive playground and adequate arrangement for outdoor games like kho-kho, volley ball, basket ball, kabaddi, badminton and athletics etc., and indoor games like chess, Carom-board, gymnasium and etc. Special coaching classes are also organized for taking part in various events. The college has since long times, been participating in various inter university, university level tournaments. The college proposes to construct an auditorium.

Play Ground



- **NSS:** The College has 2 units of NSS with 100 students each. NSS wing identifies areas where students can participate in the social sector and, therefore, in nation building. A separate room is provided for NSS units with required equipment. Various socially relevant services are rendered by NSS students of the college like blood donation camps, anti pollution drive, adult education, literacy awareness programs and various awareness programmes on important days. A special one week camp is organized every year where students will adopt a village and various social conscious programs are carried out. As a part of promoting Swachh Bharat Abhiyan students actively participated in creating awareness among the people about the importance of cleanliness, hygiene, sanitation etc., and its impact on the development of the country.



- **Cultural Activities:** The College encourages students to participate in various extra curricular, extra mural activities. The college has been regularly participating in the regional, zonal and inter-zonal youth festivals. Students are motivated to participate with full fervor and zeal in all activities, academic, theatrical, fine arts or musical. They have proved their mettle in all fields. In the last 10 years, the college has bagged many prizes which have brought laurels to the name of the college.



- **Public speaking, Communication Skills Development:**

Personality Development programs are run by the college which involves various activities like public speaking, group discussion, communication development etc.

Besides regular language classes of the UG program, special training classes called Campus Recruitment Training (CRT) programme is organized on regular class hours right from first year of UG program where students are taught soft skills, aptitude, reasoning, communication skills etc. The following table reflects the impact of CRT programme in placement of students in various MNCs.

Students selected in various campus drives during last four years

	2012-13	2013-14	2014-15	2015-16
No of students selected	239	257	290	395 (As on 05-01-2016)

The college also has computer based self learning programmes that students can use to improve their communication skills.

- **Yoga :** The college organizes yoga classes in the campus for healthy life style.
- **Health & Hygiene :** Our college has a very special concern for the health and hygiene of the college students, staff and other members. For this, the college keeps on organizing health checkup camps through NSS units where local doctors, dentists, eye surgeons and skin specialists visit. Proper arrangement of drinking water is available in the campus. A first aid room is also there for the treatment of sick. Separate common rooms and wash rooms for girl students with all sanitary fittings are made available.

4.1.3. How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college is established in 1998 and completed the Construction of buildings and established all the laboratories required before 2010 it self. The Institution has registered a remarkable growth in terms of infrastructure development. To keep pace with the needs and requirements, additional infrastructure is being added from time to time. With a view to develop research facilities and update the existing laboratories and provide additional buildings and maintain them the institution spends around **Rs. 100.00 Lacs** on development of infrastructure in last four years. The institute ensures optimal utilization of the available infrastructure by effective participatory planning.

Over the last four years the institution spent the following amount to augment and create infrastructural facilities and for payment of salaries, maintenance of laboratories and other expenses. Amount (in Lacs)

Infrastructure	2011-12	2012-13	2013-14	2014-15
Acquisition of land & new buildings and infrastructural built up	11.56	12.52	9.64	7.41
Infrastructure	2.56	3.88	8.66	6.89
Library	1.46	1.87	1.28	1.37
Laboratory Equipment	5.63	3.96	7.92	13.36
Vehicles	7.83	20.03	19.12	21.95
Laboratory Consumables	8.60	3.13	5.63	8.18
Teaching & Non-Teaching Staff Salary	87.24	117.09	151.29	175.23
Others (printing & stationery, insurance charges, advertising expenses, rents paid, etc.)	38.96	34.92	100.57	79.69

Total amount spent on infrastructure is **Rs. 162.92 Lacs** In last Four years

Optimal Utilization of Infrastructure :

- On Sundays distance education classes related to Acharya Nagarjuna University conducted.
- The institution plans curriculum for the students of various combinations such that their schedule in laboratories and classrooms is not staggered thereby putting the available infrastructure to maximum use.
- The college ground is used for sports, games, NSS activities and various other cultural activities.
- Management decides on the new courses to be introduced and on existing course seat enhancement after reviewing the recommendations on new developing trends, stake holders feed back, management committee inputs etc.
- Class rooms & Seminar hall are used for academic and socially relevant activities, for

conducting classes for the students appearing for competitive exams, for PGCETs, ICET, Group I, II services.

- College campus is utilized as spot valuation centre.
- The institute is put to use on Sundays and holidays by various other Govt. organizations, public sector units for conducting various competitive exams such as APPSC, ICET, Bank & RRB exams etc.

Master Plan for future expansion : (recommend other future plans)

In addition to the upgradation and renovation of existing physical infrastructure, the institution as a part of its master plan for future expansion, intends to undertake the following works/ jobs :

- Construction of state of the art auditorium with all requisite facilities.
- Building another block for accommodating ever increasing rush of students.
- Establishment of additional parking facility for students and staff.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution is prepared to provide special facilities for differently-abled students as and when such requirements arise. The institution is committed to see that they don't have any physical obstruction.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility – Accommodation available**

The institution has hostel facility for girls. Hostels have spacious, well-ventilated rooms with attached bathrooms, table, chair, cot & bed and fan.

For foreign students hostel facility is provided in hired buildings.

- **Recreational facilities, gymnasium, yoga center, etc.**

Lush green open space ground for outdoor recreation. Facilities for games such as Caroms, Chess, Shuttle-Badminton, Gymnasium, Basket ball, Volley ball, Kho-Kho, Kabaddi and etc. are provided.

- **Computer facility including access to internet in hostel**

The college hostel is having a separate computer room with internet facility. The girls are given free access to use the facility to enrich their knowledge. The hostel campus is fully wi-fi enabled.

- **Facilities for medical emergencies**

Health care room with first aid facility and bed is available for the students and staff. A part time doctor and a nurse are available on campus in case of medical emergencies. Ambulance is available on call basis.

- **Library facility in the hostels**

Reading room cum library for extra reading & study(magazines,newspapers,periodicals etc).

- **Recreational facility- Common room with audio-visual equipments**

Common room with audio-visual aids such as TV, music player etc., is provided by the institute.

- **Available residential facility for the staff and occupancy Constant supply of safe drinking water**

Healthy and nutritive food in a hygienic environment is served. Purified safe drinking water

is available.

- **Security**

The Watchman and Security Guards vigil the campus throughout the day. CCTV cameras are placed at strategic points for strict vigilance.

4.1.6. What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The college takes special efforts to ensure the health and well-being of its students and faculty members. The college has a health care room where a part time doctor and an attendant are available. First aid and medical care is provided inside the campus.

- Hygiene is meticulously maintained on the campus
- Scavengers are appointed for the neat maintenance of wash rooms
- Health aware seminars & workshops are conducted regularly
- Blood group identification tests are done annually
- In case of serious medical emergency students/staff are shifted to the hospitals located in the immediate vicinity.

4.1.7. Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The college has clearly marked space for the common facilities available on the campus. The details of such facilities are here as under:

S.No.	Unit	Place of location	Details
1	IQAC	V Floor, Block - II	IQAC cell is well equipped with infrastructure in an area of 56.09 sq.m.
2	Grievance Redressal Unit	I Floor, Block - II	A common facility in an area of 56.09 sq.m. is provided for Grievance Redressal unit and Women’s cell with required infrastructure.
3	Women’s Cell	III Floor, Block - I	
4	Counseling & career guidance	II Floor, Block - I	A 56.09 sq.m. area is provided for Counseling and career guidance cell with necessary infrastructure.
5	Placement Unit	II Floor, Block - I	We have a full fledged training and placement cell to look after the training and placement of the students.
6	Health centre	I Floor, Block - II	A health care room with a duty doctor and qualified nurse where first aid and medical care is provided.
7	Canteen	Campus	We have a neatly maintained canteen in an open area within the campus.
8	Recreational space for students & staff	Campus	We have common rooms for boys and girls separately.
9	Safe drinking water	All over the campus	Pure drinking water is arranged all over the campus for the students & staff.

Apart from this

- Ample gender friendly toilet facility is provided for students special toilets for physically challenged persons
- Student grievance/suggestion box is provided
- Ample parking facility for four wheeler and two wheeler is available

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The college library has library advisory committee. Its composition is (a) The principal as the chairman, (b) The librarian as convener, (c) All the heads of the departments as members. The advisory committee discusses and finalizes the infrastructural & academic requirement of the library & chalk out the strategy regarding the working of the library affairs so that the facility can be utilized to the maximum extent by the staff and the students.

Many steps were taken to improve library services to students /staff:

- Latest arrivals are displayed on the new arrivals rack.
- Introduction of OPAC (Online Public Access Catalogue).
- Installation of CCTV cameras in the library.
- The library is fully computerized and has an open shelf system which facilitates free access to the books.
- Many computers have been installed in the library providing free access to internet to the students & staff.
- Access to e-resources through INFLIBNET-NList and DELNET.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)** : 632.67
- **Total seating capacity** : 200
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**

On working days	: 8.00 am to 6.00 pm
On examination days	: 8.00 am to 6.00 pm
During vacations	: 8.00 am to 6.00 pm
On holidays and Sundays	: 8.00 am to 1.00 pm

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

There is a text book section, a reference section and a reading room for the students & staff, IT zone for accessing e-resources, Back volumes, issue & return counter. Total seating capacity is 200 seats.

Layout of Library



4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- Catalogues, brochures, pamphlets from various publishers are distributed to the departments to enable them to make choices & requisitions.
- On the advice of library advisory committee & heads of the department, the librarian will procure relevant books, journals, online & offline information sources to support all courses offered in the college.
- The new arrivals of books & journals are kept for display for creating awareness among the users.
- The college has registered with INFLIBNET-NList and DELNET for e-journals.

The amount spent on procuring new books, journals & periodicals during last 4 years is given below:

Library Holdings	2012-13		2013-14		2014-15		2015-16	
	Number	Total Cost (Rs. in Lacs)	Number	Total Cost (Rs. in Lacs)	Number	Total Cost (Rs. in Lacs)	Number	Total Cost (Rs. in Lacs)
Textbooks	553		391		443		539	1.41
Reference Books / Titles	186	1.44	187	1.01	270	1.11	126	(As on date 30-11-2015)
Journals/ Periodicals	44	0.27	44	0.27	43	0.27	66	0.72
e-resources							NLIST	5000
							DELNET	16,500

The Brief Description of Aditya Degree College Library as on 30/11/2015.

Total No. of Volumes	:	13,735
Total No. of Titles	:	3,378
Total No. of Journals / Magazines	:	66
Total No. of Consortia	:	2
Total No. of News Papers	:	14
Total No. of Systems for Digital library	:	13

List of Journals & Periodicals is enclosed as **Annexure – X**

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC**

Yes, Autolib software is installed in the library and 2 computer systems are available for students and staff for searching of books in Digital Library.

- **Electronic Resource Management package for e-journals**

Electronic Resource Management package is available to the college through DELNET and NList

- **Federated searching tools to search articles in multiple databases**

Yes available through DELNET and NList

- **Library Website**

The college library has a page on the College website which carries information about recent books and journals and other relevant material.

- **In-house/remote access to e-publications**

13 computers with WI-FI enabled connections for internet provided.

- **Library automation**

The library of the college is fully automated. Issue/return of books is carried through Autolib Software.

- **Total number of computers for public access**

The library has 20 computers which are available for public access

- **Total numbers of printers for public access**

There is one printer & Xerox machine available for reprographic purpose.

- **Internet bandwidth/ speed 2mbps 10 mbps 1 GB**

Internet facility is available with speed of 10 mbps.

- **Institutional Repository**

Back Volumes of Journals/Periodicals, Practical manuals prepared by faculty, old question papers.

- **Content management system for e-learning**

Yes, maintaining blogs; preparing PPTs on current issues, lesson plans

- **Participation in Resource sharing networks/consortia (like INFLIBNET)**

Yes, the college provides participation in resource sharing networks like INFLIBNET, DELNET.

4.2.5 Provide details on the following items:

• Average number of walk-ins	:	140
• Average number of books issued/returned	:	60
• Ratio of library books to students enrolled	:	1:6
• Average number of books added during last four years	:	375
• Average number of login to opac(OPAC)	:	40
• Average number of login to e-resources	:	10 per day
• Average number of e-resources downloaded/printed	:	6
• Number of information literacy trainings organized	:	4
• Details of “weeding out” of books and other materials	:	146

Old/outdated/damaged books are weeded out once in a year with approval from Principal & Management.

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts :** Nil
- **Reference :** There is a reference section with reference & textbooks prescribed in curriculum
- **Reprography :** Reprography facility is provided to all the students at concessional rate
- **ILL (Inter Library Loan Service) :** The Library coordinates with other Colleges libraries to provide ILL service
- **Information deployment and notification (Information Deployment and Notification) :**

Yes, Current Awareness Service is provided to the students/faculty of the college. Current information about competitive exams and other notifications will be displayed on library notice board. New arrivals are displayed on the arrival rack. Paper cutting related to employment opportunities, articles and editorials are displayed.

- **Download :** Students are allowed to download information strictly adhering to educational use.
- **Printing :** Printer, scanner & Xerox facility is available in the library
- **Reading list/ Bibliography compilation :** List of documents/textbooks prescribed available
- **In-house/remote access to e-resources :** WI-FI internet facility with 20 computers ensures direct access to e-resources
- **User Orientation and awareness :** In the beginning of session each & every class of students visit the library to get themselves aware of the various resources available in the library. Pamphlets about library rules & regulations were distributed to the users. New arrivals list is displayed on the notice board.
- **Assistance in searching Databases :** Library personnel will assist the users in searching database.
- **INFLIBNET/IUC facilities :** Yes, the Library has N-List membership from INFLIBNET and DELNET

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- Library staff makes all efforts to provide effective services to staff/students.
- The faculty can avail 10 books and the students can avail 2 books at a time. Students and faculty can avail back volume of journals.
- Information related to the latest acquisitions is circulated to all students/staff.
- The new arrivals of books and journals are kept for display in a separate rack for creating awareness among users.

- Library staff supports in identifying the proper documents and services related to the field of users in terms of books, journals, publications, searching databases etc.
- Photocopies of advertisements given in newspapers are displayed on notice board such that it helps the students to appear for competitive examinations/interviews.
- Newspaper clipping service to make the students & staff aware of what is happening in their concerned field.
- Displaying the daily news through power point presentation to make the students & staff aware of the current affairs.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The Main Library is situated on the ground floor. At present there are no Visually Challenged students in the campus. Special facilities such as wheel chairs, ramps will be arranged in the library for visually/physically challenged persons if the need arises. In addition to this, the students can avail the departmental libraries to get the books issued.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

- Yes, the feedback is taken from the staff & students formally through structured questionnaire & informally through suggestion box.
- The library advisory committee frequently reviews the feedback, suggestions, and complaints & accordingly takes necessary action to improve the library services & facilities.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Infrastructural facilities		
Particulars	Available	Specification
No. of Computers	220	Dual Core processor, 1GB,2GB RAM, 250Gb HDD
No. of terminals of LAN/WAN	Yes	10/100 Mbps LAN supported
Computer Student ratio	1:6 (170 in Computer lab) Electronic lab 10, Library 20, class rooms 5 and administrative area 15	Dual Core processor, 1GB,2GB RAM, 250Gb HDD
Stand-alone facility	All systems are in LAN	
Licensed software	Yes	Windows- 7
Internet facility	Yes	10mbps
WI-FI connectivity	Yes	10mbps

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

The entire college campus is optically networked between buildings and cable within the buildings for connectivity. In addition, Wi-Fi facility is provided in all the buildings with a dedicated bandwidth of 10 Mbps.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Presently we have 1 projector each in every department, conference room & seminar hall. Besides the college has provision for usage of projectors in all class rooms. The college has a plan to provide more LAN connections & projectors in all the class rooms in the coming years. The institute places a lot of importance on e-learning & major plan is in hand to upgrade the bandwidth, connectivity as well as devices.

4.3.4 Provide details on the provision made in the annual budget for procurement, Up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

The systems are replaced once in four years. The Computers are maintained every year. There is budget allocation of around **Rs. 4,00,000/-** for computer maintenance annually.

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Computers are available for specific use in all departments. The teachers liberally take help of ICT resources to enrich their prescribed curriculum with the help of internet. The college has adequate computer facility for its faculty. Faculty members are provided with computers with internet browsing facility for preparation of teaching/learning materials in their respective departments. Also multimedia projectors, OHPs are available within the college for the faculty use. All the Class Rooms have a provision to use LCD projectors and OHP. The college also has seminar halls equipped with projectors and are available as and when requested by particular faculty. Internet facility and library is thrown open to faculty members/students for learning materials. The institution encourages the staff to undergo training on computer-aided teaching and training. Members of Non Computer Departments are trained by Computer Faculty to enhance their IT skills as a part of Faculty Development Programme.

Open Educational Resources are also being used extensively as ICT resources in the teaching and learning process of the college in digital formats both online and via offline formats such as PDF, Wikipedia, PPT, DVD or CD-ROM, paper-based text, video, audio or computer based multimedia etc.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the center of teaching-learning process and render the role of a facilitator for the teacher.

The institution has always been placing the students at the centre of the teaching learning process. The vision and the mission of the institution have always been to provide holistic knowledge to its students using ICT enabled education as a tool for quality education. Keeping the student's learning at the centre of everything, the college understands that the teachers have to be reoriented from time to time. The computer department also organizes training sessions on the use

of Internet for learning resources. Well equipped computer labs, LCD and OHPs are available to the faculty for computer aided teaching. The computer faculty is always available for any need based assistance in the use of ICT.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Yes, we avail the following modes of National Knowledge Network connectivity.

- Video lectures from NPTEL

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The institution has made adequate arrangements for the maintenance & upkeep of the college. Infrastructure Since the college is established in 1998 all the laboratories are very well equipped and established. To upgrade the facilities on laboratories and other infrastructure facilities the management ensures that enough funds are allocated & then utilized for the maintenance. The details of amount spent during the last 4 years is as under :

S.No.	Items	2011-12	2012-13	2013-14	2014-15
1	Land	0	0	0	0
2	Building	11.56	12.52	9.64	7.41
3	Furniture	2.56	3.88	8.66	6.89
4	Equipment	5.63	3.96	7.92	13.36
5	Computers				
6	Vehicles	7.83	20.03	19.12	21.95
	Total	27.58	40.39	45.34	49.61

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

For the proper maintenance of the infrastructure and facilities the following committees are formed under the Chairmanship of the Principal with some of the faculty and Nonteaching Staff as Members.

S.No.	Name of the Committee
1	Building & Works Committee
2	Maintenance of Campus Committee

1. Buildings & Works Committee :

The Committee will look into all the civil works of the college & Hostels as well as the maintenance of the existing infrastructure. It collects the information from the different departments relating maintenance of the buildings and other infrastructure and recommend necessary action to the Principal. It also prepares necessary plans for construction of new buildings required in

consultation with the site Engineer/Architect and submits the same to the management for necessary approval from the concerned authorities

2. Maintenance of Campus Committee :

The day-to-day cleaning of the Campus and Garden is maintained by the Maintenance Supervisor who reports to the Principal. Maintenance supervisor is provided with 10 members to clean the rooms, toilets, the entire campus daily and proper maintenance of greenery and gardens. The Maintenance Supervisor prepares a schedule for cleaning which monitored by the faculty of the departments allotted by the HODs.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The calibration & other precision measures for the equipment/ instruments is taken care of by the college in a systematic manner. Each department has a committee which looks after the equipment maintenance. This exercise is particularly done in the beginning of the academic year & before the annual examination.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The college has clear cut identified places for sensitive equipments like electrical generators, water purifiers, chemicals and scientific instruments.
- The laboratory staff keeps a strict vigil regarding the maintenance and upkeep of the scientific instruments and chemicals. Their repair or replacement or another required upkeep is fully undertaken in their supervision.
- All equipments which are sensitive to voltage fluctuations are backed up with UPS and voltage stabilizers.
- The college is provided with 3 Phase HT line power connection with 250 kva transformer and a 62.5 kva Generator
- The institution followed concealed wiring to avoid any leakage of power in all rooms and underground (UG) cable is being used for power supply from transformer to different blocks
- MCBs are provided in each and every room to avoid any short circuit of the power
- Safety measures are taken by electricians as per norms of Government while dealing with electrical power supply transformers such as testing of transformer oil, earth resistance, earth pits, interconnectivity of earth pits, replacing of rusted bolts and nuts, danger boards
- Faculty & Staff are given awareness on safety hazards by Professionals.
- Adequate no. of fire buckets with clean and dry sand and fire extinguishers with carbon dioxide or dry chemical powder are provided at electrical power stations.
- Double earthing is provided at each and every block for all laboratories and other rooms.
- Fire Extinguishers are arranged in all laboratories. These are replaced/refilled on expiry
- First Aid Boxes arranged in laboratories
- No High Voltage Lab is being offered

- Practical classes of biochemistry & chemistry sessions are conducted by following safety measures
- The low level hazardous chemicals such as Sulfuric Acid, Phosphoric Acid, Cobalt salts, Cyanides, Ammonium Thio Cyanate, Aniline & Chloroform used for preparing diluted solutions are handled only by the faculty/lab technicians
- The safety measures taken:
 - a) Wear Lab coat/apron and shoes in the lab
 - b) Avoid using of cracked or chipped glass ware
 - c) Use only fume hood when handling toxic solution
 - d) Keep first aid box within reach

Besides availing the services of the college staff, outside technical experts are called by the Institution for necessary repairs/maintenance of sensitive equipments, whenever the need arises.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes a Prospectus annually. It includes, all the information pertaining to historical background, affiliation details, mission and vision of the institution. It also covers the details of the UG, PG and other programmes offered, infrastructure available, laboratory facilities, learning environment, support services, placement details, fee structure, outline of various co-curricular, extra-curricular activities and admission rules.

The handbook/syllabus book has the academic rules and regulations which the students need to observe during their course of study at the institute. It contains information regarding course structure, subjects, optional electives & syllabus. The institute also publishes souvenir annually containing all the outgoing student bio-data.

The institution ensures 100% commitment and accountability of the entire information given in the prospectus and the same information is available on the website www.aditya.ac.in/degree.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Our institution provides scholarships to the meritorious students according to the percentage of marks in intermediate.

Academic Year	No. of students benefited	Amount in Rupees
2011-12	280	921750/-
2012-13	416	1507250/-
2013-14	430	1847400/-
2014-15	558	2933500/-

List is enclosed as **Annexure – IX**

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Government of the Andhra Pradesh sanctions scholarships to the students of SC, ST, BC, Minorities and economically backward students. In such cases, online applications are called for. The Principal and faculty help the students in applying online scholarships.

The following table shows the details of scholarships sanctioned to the students of various categories during the Academic Years 2011-12, 2012-13, 2013-14, 2014-15

Aditya Degree College, Kakinada

Year	Category	No. of Students	Amount in Rupees
2011-2012	SC	27	226750/-
	ST	2	10500/-
	BC	174	1238300/-
	EBC	241	1484900/-
	DISABLED	3	15649/-
	MINORITY	18	140500/-
TOTAL		465	3116599/-

Year	Caste	No. of Students	Amount in Rupees
2012-2013	SC	35	315100/-
	ST	NIL	NIL
	BC	195	1401250/-
	EBC	257	1830500/-
	DISABLED	3	15000/-
	MINORITY	19	152000/-
TOTAL		509	3713850/-

Year	Caste	No. of Students	Amount in Rupees
2013-2014	SC	32	278480/-
	ST	NIL	NIL
	BC	235	1738370/-
	EBC	319	2400685/-
	DISABLED	2	13650/-
	MINORITY	20	173560/-
TOTAL		608	4604745/-

Year	Caste	No. of Students	Amount in Rupees
2014-2015	SC	48	326630/-
	ST	1	4650/-
	BC	320	2235030/-
	EBC	453	3360845/-
	DISABLED	1	6500/-
	MINORITY	28	241000/-
TOTAL		851	6174655/-

List is enclosed as **Annexure – IX**

5.1.4 What are the specific support services/facilities available for

a) Students from SC/ST, OBC and economically weaker sections

- Assistance to obtain scholarship sanctioned by state and central governments.
- Information on various scholarships and funding agencies.
- Free/Fellowship given for deserving cases.
- Books, special coaching and training given.
- Hostel accommodation and boarding provided at a concessional fee/rate.
- Waiver of tuition fees.

b) Students with physical disabilities

- Lift facility to reach class rooms/laboratories.
- Providing Wheel Chairs.
- Inhaler for Asthma Patients.
- Information on various scholarships and funding agencies.
- Books, special coaching and training given.
- One to one help in library and canteen.
- Transport facility to nearby hospitals in case of emergency.

c) Overseas students

The college International Student Cell is established to promote a conducive environment for the international students in the campus. The policies of the college ensure that the Cell offers special support services to these students so that they are acclimatized into a culture of not their own. At the outset a special orientation session is conducted for them to familiarize them with academic program, examination process, extra-curricular activities, campus culture, best practices, rules and regulations of the college. Additional training classes in English are also organized.

d) Students to participate in various competitions/National and International

- Travel grant and registration fee provided to attend conferences, seminars, sports and games.
- Permission to participate in events with attendance.
- Special permission to attend NSS camps.
- Prize Winning students motivated further by providing equal/proportional contribution of prize money by the institution.

e) Medical assistance to students: health centre, health insurance etc.

- Medical Centre with basic necessary facilities.
- Part time doctor and medical assistant.
- Transport facility for emergency cases.
- Availability of general medicines, intravenous fluids and first aid facility.

f) Organizing coaching classes for competitive exams

- Coaching/Mock test classes for I-Cet/AU-Cet/Anu-Cet/Kru-Cet examinations and etc.
- Special career guidance and Skill Development Programs by Training & Placement Cell.

- Circulars/notifications of competitive exams and information about the coaching programmes organized by the college are displayed on the library notice board promptly.

g) Skill development (spoken English, computer literacy, etc.,)

- Spoken English tutorial classes.
- Special training for TOEFL, IELTS, etc.,
- Fundamental Computer literacy classes.
- Business management and communication skills programmes conducted.
- Training in computer programming.

h) Support for “slow learners”

- Special Coaching Classes, Remedial Classes, additional lab training and Retest.
- Easy to understand learning materials.
- Counseling and motivation by mentors.

i) Exposure of students to other institutions of higher learning / corporate / business house

- Software Training for e-Learning.
- Participation of students in paper/poster presentation in conferences and seminars.
- In-plant training, industrial visits and projects in other institutions.
- Participation in extracurricular activities like debates, Quiz and etc.
- Circulation of Magazines.
- Student participation in cultural, TV and radio shows.
- Final semester projects in reputed research institutes and industries.

j) Publication of student magazines

- The college editorial committee comprising Convener, Editor, Student Editors and other team members bring out college magazine every year. The contributed articles are screened by the editorial committee before publishing in the magazine. All the departments of the college publish departmental newsletters.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Entrepreneurship Development Cell encourages the students to be self employed and organize many workshops and seminars to encourage entrepreneurship activities.

Its activities are as follows :

- Conducting Entrepreneurship Development Programs every year.
- Identifying the Government Enterprises that promote self-employment and building a relationship between the organization and the budding entrepreneurs of the college.
- The placement cell also encourages the students to be self employed.
- Organizing seminars/guest lecturers/workshops/industrial visits.
- Conducting programs on financial assistance and sources of institutional assistance to entrepreneurs.

- Conducting various skill development training programs leading to self- employment, conduct research work and survey for identifying entrepreneurial opportunities for our students and to organize talent shows, put up business stalls, etc.

List of Programs Organized

S. No.	Date	Name	Topic
1	23-7-15	Sri.N.S.R. Sastry, SBI, Kakinada.	How to develop as an Entrepreneur
2	8-9-15	Sri.M.S.V.Prasad, Industrialist & Entrepreneur, Kakinada.	Business Analysis
3	18-7-14	Sri.K.RamBabu, Union Bank, Kakinada.	Banking System
4	27-11-13	Prof.G.Satya Narayana, Dept. of Commerce & Management Studies, AU, Visakapatnam.	Small Scale Industries Interface in India.

List of a few successful entrepreneurs from our college

S. No.	Name of the Student	Year of Pass Out	Company Name
1	P. Satya Surya Prakash	2015	Surya Constructions, Kakinada.
2	Druv Jain	2015	Raj Mobiles, Kakinada.
3	K. Ravi Teja	2014	Gallgate, Kakinada.
4	T.Satya Prasanth	2015	Prashanti Printers, Kakinada.
5	P.Harsha	2015	Kamisetty Medical Agency, Kakinada.
6	S. Neelesh	2014	Mahaveer Jewellery, Kakinada.
7	Alpesh Jain	2014	Dulhan Collection Textiles, Kakinada.
8	Murali Nikhil	2014	Royal Mobiles, Kakinada.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

The institution promotes the participation of students in extracurricular and co-curricular activities.

- **Additional academic support, flexibility in examinations**

College management emphasizes the department to train the students for participating in various state and national level examinations.

- **Special dietary requirements, sports uniform and materials**

Students are provided with sports uniforms and other sports material required for various outdoor games like basketball, football, volley ball and cricket. Students are also provided with healthy refreshments during sports events.

- **Any other:**

The students are encouraged and enriched to participate in different co-curricular activities like essay writing, elocution, quiz, paper presentations and etc. The college provides transportation and other facilities for students participating in sports or other extracurricular competitions outside the college.

Awards and certificates are given to motivate and acknowledge their sporting skills and various other talents. The college creates an environment that invokes the students to participate in sports, NSS, cultural and other extracurricular activities. The college provides necessary facilities for practicing different sports and games. Student clubs like Literary Club, Cultural Club, Sports Club and etc., are formed.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The Training and Placement Cell of college provides an opportunity to offer coaching for certain competitive examinations. The library subscribes magazines that help students in preparing for competitive exams. The librarian displays the advertisement clippings about the various competitive exams on the library notice board and even displayed on department notice boards.

The college provides training for various competitive exams like I-CET, AUCET, ANUCET, KRUCET, CAT, G-MAT, GRE, TOFEL, Banking Services etc., to obtain admissions into various PG courses in India and abroad.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

The institution provides academic, personal, career and psycho-social counseling.

At the beginning of every academic year, class wise faculty mentors are nominated and they look after the students' academic performance and discuss issues faced by the students in that class. Each mentor is allocated 20 students.

The mentor monitors the academic and personal development of the students. They periodically meet students allotted to him/her once in a month to review academics and personal problems if any and provide necessary support and guidance. In case, where the student needs an expert, then he/she is referred to the professional counselor.

The Placement and Training Cell provides information to the students about the various career opportunities available and assists them in choosing the best.

In addition to the above, the college has a Women Empowerment Cell, which counsels girls about their personal problems. The Cell attempts to create awareness of multidimensional complexities and challenges faced by them.

Generally, the students appear to have three types of psychological problems/weaknesses. They are:

- Inbuilt problem like fear, tension and anguish/phobia.
- Acquired problems like inferiority complex and anger.
- Attractive problems like laziness, procrastination and lack of attention.

The above problems of the students are addressed through psycho-social counseling by qualified Psychologist/Psychiatrist.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programs).

The college has established an exclusive Career Guidance and Placement Cell namely Ajivika to guide the students in career options and to provide necessary training for better placements. The Institution has an enviable placement record and most of the students have their careers charted out well before they complete the graduation. This is one of the most prominent reasons for students preferring Aditya Degree College for their education. The Training and Placement Cell conducts various CRT (Campus Recruitment Training) programs. The above training programs are held in-house and thus prevent the students to go to the city for acquiring these skills. Technical skills are acquired during the process of their study and education.

The students in addition to the technical skills develop their soft skills through the above training programs and make them suitable for employment. Such students can be readily absorbed by industries. Their confidence levels are augmented by conducting mock interview sessions.

Leading industries like TCS, Wipro, Infosys, Tech Mahindra, Zeta, Virtusa, etc., visit the college for the campus recruitment.

The Placement Cell extends its service to the students in career guidance, organizes lectures concerning career planning and invites companies for campus recruitment. The number of our degree students placed in different software companies, where engineering graduates are mostly placed, speak volumes about the training programs.

DETAILS OF CAMPUS SELECTIONS

Year	B.Sc.	B.Com	BBM	BCA	TOTAL
2015-16	195	58	107	35	395 (till 05-01-2016)
2014-15	145	46	77	22	290
2013-14	140	34	69	14	257
2012-13	130	17	77	15	239
2011-12	98	27	29	2	156



*For achieving Maximum Number of Placements
OUTSTANDING PERFORMANCE AWARD
from TECH MAHINDRA*



*Felicitation by Mr. RAJEEV, Global Head, Wipro
SOUTH INDIA'S TOP POSITION
with MORE PLACEMENTS*



*Mr.Rebeesh Raveendran,
Location Campus Manager, Wipro Ltd., Hyd.
Addressing the student gathering*



Students selected for Wipro



Students selected for TCS



Students selected for Geocon

List of companies that visited our campus and recruited our students

S. No.	Name of the company	S. No	Name of the company
1	Wipro Technologies	24	Andhra Electronics
2	Infosys	25	VC Technologies
3	TCS	26	Renault
4	Tech Mahindra	27	Gati
5	Zeta	28	Elico
6	Virtusa	29	Karvy
7	ILM	30	SB motors
8	Nice	31	HDFC
9	Geocon	32	Husys
10	Genpact	33	Vinutna Fertilizers
11	Hetero drugs	34	IFFCO Tokio
12	Just Dial	35	Shri Ram Life
13	CSC	36	Prime Soft
14	ArTech Information	37	Lantech
15	iGate	38	Shoppers Stop
16	IBM	39	IDBI
17	Hinduja	40	Tata Motors
18	Redox Lab	41	Malabar Group
19	Birla Sunlife	42	Eureka Forbes
20	Deutsche Bank	43	Bajaj Alliance
21	Nexwave	44	Silicon InfoTech
22	Star Health	45	HCL Tech Support
23	Dial a service		

Details are enclosed as **Annexure - VII**

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes. Grievance Redressal Cell is established to help and sort out the grievances of students. It attends to both registered and unregistered grievances of the students. However, no grievances were reported to this Cell during last four years.

It functions in the following manner:-

- Students, Teachers, Employees and others can drop their grievances/complaints/suggestions in the Suggestion-Box provided in all departments.
- The written complaints will be read and resolved.
- Firstly, the matter is referred to the Department/ Section where from it arises.
- If the nature of the problem is of a serious one, the case is taken over to the Principal.

5.1.11 what are the institutional provisions for resolving issues pertaining to sexual harassment?

Women Empowerment Cell was constituted to take all necessary measures to ensure the safety and the dignity of the female students. The Cell comprises of a senior lady faculty member as convener and also 2 female faculty members. Institution takes necessary steps if the incidents pertaining to sexual harassment require the intervention of the law.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes. The institute has set up a Discipline Committee, the Anti-Ragging Committee in this direction. It implements the anti-ragging policy of the institute. Students and parents give affidavits at the time of joining about awareness and anti-ragging measures and an undertaking not to indulge in them. The provisions of anti-ragging are displayed in all the prominent places of the college to avoid indulgence of students in any ragging act activity. Visiting teams are formed which are vigilant at the prominent places during working hours and outside the college. All first year classes are conducted in a separate floor where access to senior students is restricted. We are glad that no incident of ragging is reported in last 4 years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

- Scholarships for the poor and meritorious students by government and institute.
- Subsidized hostel and canteen facilities.
- Emergency medical facilities, transportation facilities etc.
- Scholarship / incentives

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Yes. The Alumni student interaction is available with the request given by all old students. The students provide various suggestions to their juniors about Placement and Training Cell which in coordination with the departments organizes alumni meet every year to review the activities of the current year and plan the activities for the forthcoming year.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

The College is offering both under graduate and post graduate courses. After completion of their courses, most of our UG students have gone for higher education as a result of efforts made by our institution. Among 60% of students have secured jobs in different organizations & MNCs and some of them joined government jobs/services. Kakinada being a potential for starting many industries and commercial centre around 5 to 10% students have become entrepreneur and started their business/industry. The following are overall observation made for last 4 years.

The college maintains record of its graduates in the following pattern

- Students gone for higher education - 30%
- Joining companies recruited through Campus - 60%
- Students joining for Government Services - 5% to 10%
- Becoming Entrepreneurs - 5% to 10%

5.2.2 Provide details of the program wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish program-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

The college provides high quality education which reflects in results and ranks obtained by the students as mentioned here.

- **University Rankers**

S. No.	Name of Student	Rank	Course	University
1	V. Akila	1	I BCA	AKNU-2014-15
2	D. Sujani	3	I BCA	AKNU-2014-15
3	K. Mangatayaru	4	I BCA	AKNU-2014-15
4	K. Sushma	5	I BCA	AKNU-2014-15
5	M. Priyanka	9	I BCA	AKNU-2014-15
6	Divya Deepika	10	I BCA	AKNU-2014-15
7	K. Kanaka Durga	7	I BSc	AKNU-2014-15
8	G. Indira Amrutha	10	I BSc	AKNU-2014-15
9	M. Sowjanya Sobha	4	II B.Com	AKNU-2014-15
10	G. Sailaja	1	II BBM	AKNU-2014-15
11	P. Renuka	4	II BBM	AKNU-2014-15
12	Amajala Nurjana	9	II BBM	AKNU-2014-15
13	P. Praveen Babu	10	II BBM	AKNU-2014-15
14	S. Raveena Kumar	10	II BBM	AKNU-2014-15

S. No.	Name of Student	Rank	Course	University
15	G.D. Ganga Jyothi	5	II BCA	AKNU-2014-15
16	Ch. Krishna Sai Priya	8	II BCA	AKNU-2014-15
17	Apeksha Jain	1	III BBM	AKNU-2014-15
18	K. Durga Bhavani	3	III BBM	AKNU-2014-15
19	K. Sowjanya	6	III BBM	AKNU-2014-15
20	PVB Sai Lakshmi Sri	8	III BBM	AKNU-2014-15
21	Ch. Sravani	3	III BCA	AKNU-2014-15
22	P. Satya Harika	4	III BCA	AKNU-2014-15
23	S. Ramya Krishna	7	III BCA	AKNU-2014-15
24	G. Satya Sri	7	III BSc	AKNU-2014-15
25	M. Sowjanya Sura	1	I B.Com	AKNU-2013-14
26	Rauniyar A.	2	I BBM	AKNU-2013-14
27	D. Sowjanya Kumari	3	I BBM	AKNU-2013-14
28	M. Lalith Jain	5	I BBM	AKNU-2013-14
29	Pawan Kumar Ram	6	I BBM	AKNU-2013-14
30	S. Chaitanya Prasad	8	I BBM	AKNU-2013-14
31	Rushali Jain	9	I BBM	AKNU-2013-14
32	T. Bhuvanewari Devi	10	I BBM	AKNU-2013-14
33	Ch. Krishna SaiPriya	6	I BCA	AKNU-2013-14
34	Ch. Sai Kumar	7	I BCA	AKNU-2013-14

Last 4 Years Examination Results

ADIKAVI NANNAYA UNIVERSITY DEGREE EXAMS RESULTS MARCH 2015

ADITYA DEGREE COLEGE, KAKINADA (CODE : 037)

S.No	Name of the course with group & year	No. of students appeared for the exams march 2015	Passed in			Total pass outs	Percentage of passes
			I Class	II Class	III Class		
Final Year Performance March - 2015 (2014 - 2015)							
1	III BSC	151	76	27	9	112	74%
2	III BCOM	84	30	28	6	54	64%
3	III BBM	139	103	23	3	129	93%
4	III BCA	24	10	5	1	16	67%
Second Year Performance March - 2015 (2014 - 2015)							
1	II BSC	249	133	34	20	187	75%
2	II BCOM	90	32	29	7	68	76%
3	II BBM	148	91	26	7	124	84%
4	II BCA	24	10	5	1	16	67%
First Year Performance March - 2015 (2014 - 2015)							
1	I BSC	338	170	40	22	232	69%
2	I BCOM	95	43	21	11	75	79%
3	I BBM	167	110	23	9	142	85%
4	I BCA	67	26	17	5	48	72%

ANDHRA UNIVERSITY DEGREE EXAMS RESULTS MARCH 2014

ADITYA DEGREE COLEGE, KAKINADA (CODE : 037)

S.No	Name of the course with group & year	No. Of students appeared for the exams march 2014	Passed in			Total passouts	Percentage of passes
			I Class	II Class	III Class		
Final Year Performance March - 2014 (2013 - 2014)							
1	III BSC	142	79	17	14	110	77%
2	III BCOM	55	32	11	5	48	87%
3	III BBM	85	39	18	8	65	76%
4	III BCA	34	17	3	2	22	65%
Second Year Performance March - 2014 (2013 - 2014)							
1	II BSC	156	81	19	18	118	76%
2	II BCOM	93	45	12	10	67	72%
3	II BBM	142	71	25	10	106	75%
4	II BCA	24	13	2	3	18	75%
First Year Performance March - 2014 (2013 - 2014)							
1	I BSC	251	118	35	21	174	69%
2	I BCOM	83	31	15	7	53	64%
3	I BBM	141	69	21	11	101	72%
4	I BCA	48	16	8	7	31	65%

ANDHRA UNIVERSITY DEGREE EXAMS RESULTS MARCH 2013

ADITYA DEGREE COLEGE, KAKINADA (CODE : 037)

S.No	Name of the course with group & year	No. of students appeared for the exams march 2013	Passed in			Total passouts	Percentage of passes
			I Class	II Class	III Class		
Final Year Perfomance March - 2013 (2012 - 2013)							
1	III BSC	217	133	15	21	169	78%
2	III BCOM	57	30	10	6	46	81%
3	III BBM	51	40	2	3	45	88%
4	III BCA	28	10	8	2	20	71%
Second Year Perfomance March - 2013 (2012 - 2013)							
1	II BSC	145	74	19	16	109	75%
2	II BCOM	62	23	14	2	39	63%
3	II BBM	87	33	17	8	58	67%
4	II BCA	36	15	2	3	20	56%
First Year Perfomance March - 2013 (2012 - 2013)							
1	I BSC	163	67	19	25	111	68%
2	I BCOM	97	46	13	11	70	72%
3	I BBM	155	73	27	11	111	72%
4	I BCA	29	16	3	2	21	72%

ANDHRA UNIVERSITY DEGREE EXAMS RESULTS MARCH 2012

ADITYA DEGREE COLEGE, KAKINADA (CODE : 037)

S.No	Name of the course with group & year	No. Of students appeared for the exams march 2012	Passed in			Total passouts	Percentage of passes
			I Class	II Class	III Class		
Final Year Perfomance March - 2012 (2011 - 2012)							
1	III BSC	173	90	16	11	117	68%
2	III BCOM	43	30	2	2	34	79%
3	III BBM	55	38	4	3	45	82%
4	III BCA	5	2	0	1	3	60%
Second Year Perfomance March - 2012 (2011 - 2012)							
1	II BSC	223	101	21	24	146	65%
2	II BCOM	63	39	3	3	45	71%
3	II BBM	56	34	6	2	45	80%
4	II BCA	34	13	8	1	20	59%
First Year Perfomance March - 2012 (2011 - 2012)							
1	I BSC	149	65	18	11	94	63%
2	I BCOM	71	37	5	4	46	65%
3	I BBM	98	42	9	6	42	43%
4	I BCA	38	14	7	2	23	61%

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The institution facilitates student progression to higher level of education or towards employment through the proper placements in all the fields so that the students get the job as well as the chance of higher education. The institute from time to time makes arrangement for various guest lectures. Eminent personalities from diverse fields of industry and science are invited to interact with the students. This has facilitated the students in earning better job opportunities. Even the personality of the student enhances and also provides the secure future. Personality development programmes are also available for the student progression to higher level of education or employment. As a result our students have obtained

1. Students gone for higher education - 30%
2. Joining companies recruited through Campus - 60%
3. Students joining for Government Services - 5% to 10%
4. Becoming Entrepreneurs - 5% to 10%

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- Special coaching classes, remedial classes, additional lab training and Retest.
- Easy to understand learning materials.
- Counseling and motivation by mentors.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The institution is having a separate Physical Education Department. Physical Education Director is appointed for training and coaching the students for various sports and games. The college provides excellent sports and games facilities in cricket, football, basket ball etc. Our students excel in sports and games and are champions in University, State and National events.

Various cultural and extracurricular activities under cultural committee like dances, singing, group singing, theatrical items, traditional heritage items, fine arts items, Quiz, Literary items are offered to the students during the college Fests. Special trainers are appointed to guide students to excel in various activities.

- Independence Day, Republic Day and Teacher's Day are celebrated every year.
- Every year Fresher's Day, College Foundation Day, NSS, Annual Function and Farewell Functions are organized.
- Students are encouraged to participate in Departmental and Inter-Institutional Competition and other co-curricular programmes every year.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

The students have participated in many co-curricular and extracurricular activities such as paper presentation, science/tech quiz, seminars, group discussions etc and have brought laurels to the college. Students are encouraged to participate in sports & games. All facilities are provided for

indoor and outdoor games. Our students have also participated in extracurricular activities like foot ball, cricket, chess etc. The details are enclosed as **Annexure - V**

5.3.3 How does the College seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Alumni meets are conducted in order to get their suggestions of the old students of the college. Continuous interaction maintained with employers in order to implement their suggestions in the institution in development of the students. Feedback is obtained from alumni and employees to improve the quality of education and teaching to improve the performance of graduates in their career.

5.3.4 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.

The institution has wall magazines published by each department. The wall magazine has a very good response from the students. Students display drawing, paintings, articles, poems, thoughts, latest trends in Science & Technology, social issues etc. on the wall magazine. The students are encouraged to prepare the souvenir every year which consists of details about the students department wise.

5.3.5 Does the College have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Class Representatives are nominated in the beginning of the Academic Year based on their all round performance both in academics & non academics in previous year.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The institute believes in giving opportunity to the students in running the affairs of the college. They are included into various academic and administrative bodies of the college.

Editorial Board	Transport Committee
Extra-Curricular Committees	Library Advisory Committee
Industrial Tour Committee	Anti-Ragging Committee
Cultural Committee	Class Representative Committee
Sports Committee	Canteen Committee

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The college alumni committee keeps on meeting once in a year. The committee is always in touch with the members of the alumni association. The college is also concerned about the teachers and staff of the non teaching who have retired. The retired faculty is also invited to the meetings if necessary. Their advices are followed very promptly.

CRITERION - VI

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future etc?

VISION

To provide inclusive education with innovative methods and strenuous efforts for inculcating human values, professionalism and scientific instillation in the realm of Degree Education to all sections of students irrespective of race, region and religion with special focus to stand independently and to emerge as centre for Research and Development.

MISSION

The mission statements of the College are as follows:

- To provide ample scope for multifaceted development of local youth.
- To provide quality higher education to student community.
- To Recruit Highly Qualified and Experienced Faculty to provide Quality Education and develop academic programmes based on local/ regional/ national/ global needs.
- To pursue student-centric learning for self-development and skill development.
- To nurture social awareness and responsibilities among its students.
- To establish state of art laboratories.

In pursuit of excellence in education the Management continued its efforts to provide quality education by creating required infrastructure facilities. The college enhanced its efforts to improve research and consultancy areas, to establish industry-institute interaction.

The Management is committed to impart Quality Education by providing all the required physical resources, financial resources, human resources apart from a congenial campus environment. The Management is continuously adding buildings, equipment, furniture and other amenities.

The faculty members are encouraged to improve their qualifications for pursuing research programs. The faculty members are deputed to attend conferences, workshops, short-term courses and other QIP programs through financial assistance. Budgetary provision is made towards TA, DA and registration charges of the faculty. The faculty members are encouraged to publish papers in journals and present papers in the international/national conferences. Incentives are given for publishing/presenting papers.

Faculty and Staff members are given periodic in-house training to enhance their skills apart from training by external agencies. Students are provided many opportunities to strengthen their academic base, participate in curricular, co-extracurricular activities, to develop communication & leadership qualities and participate in paper contests, seminars and technical tours.

The campus is characterized by cultural, racial and gender diversity in the faculty, staff and students. The practices and programs of the College embody the ideals of an open and democratic society. The Management facilitates interaction with practicing professional community to expose the students to professional practice, to create awareness on job potential and technical knowledge exchange between faculty and practicing community.

6.1.2 What is the role of top management, principal and faculty in design and implementation of its quality policy and plans?

The management is dedicated to establish, nurture and develop world class institution of higher education. The management aims at developing centers of excellence, help industries and young researchers through innovative product design and development. The management proposes to involve in community service such as awareness programmes in health, education, safety, environmental, management etc., towards enabling the rural community to enjoy the benefits of development. The Governing Body and College Academic Council consist of eminent academicians, industrialists and administrators.

As per the instructions of ANUR and for administrative convenience a number of committees have been constituted to look into various aspects of the college administration, development and student & staff affairs. The list of such committees is mentioned here under:

- Governing Body
- College Academic Council
- Anti Raging Committee
- Disciplinary Committee
- Purchase Committee
- Central Purchase Committee
- Malpractice Prevention Committee
- Grievance Cell for women

1. Functions of Governing Body:

This is the highest body to take all important decisions related to college as mentioned here under:

- To make policy decisions
- To approve the Budget
- To approve the appointments made
- To approve the audited account statements

- To approve the purchases of equipment and other infrastructure facilities.
- To approve the proposals of Institution for introduction of new courses/variation/ increase in intake of existing programmes
- To approve the seminars/workshops/conferences etc.
- To review the results of examinations, placements and Trainings.

2. College Academic Council: Consisting of all the Heads of the Departments, Officer-in-Charge of exams Section as members and the Principal as the Chairman.

Functions of CAC:

- To Review of completion of syllabus in all subjects as per lesson plans submitted by the faculty.
- To review the seminars/conferences attended by the faculty and students.
- Review of attendance of the students and to finalize the list of detained candidates before the commencement of University End Examinations in each semester/year conduct Unit examinations and University End Examinations

3. Functions of Anti Ragging Committee (ARC):

- To advice/council the senior students in the class rooms and hostels not to involve in ragging
- To prevent ragging at different places like bus stops, corridors, canteen, laboratories, hostels etc.
- To report/recommend actions on the students involved in ragging.

4. Disciplinary Committee:

Ad hoc Committees will be formed with Senior Faculty member as the Chairman and two faculty members as members to enquire into the complaints received. After due enquiry the committee will submit its report and recommends suitable action to be taken by the Principal.

5. Purchase Committees:

- Department Level: Every department will have a purchase committee for procurement of required equipment for the Department. The committee list out the required equipments as per the changes in curriculum time to time and forward the requests to the Principal duly signed by the HOD

6. Central Purchase Committee: After receiving the requests from the Departments the Central Committee will call for quotations/release tender notifications calling for quotations. After receiving quotations the same will be forwarded to the concerned Departments for preparing comparative statements and for final recommendations. On receiving the same the Orders will be placed on the recommended bidder for supply of goods.

7. Malpractice Prevention Committee Constitution :

Principal – Chairman

HOD of concerned Department to which the malpractice case is identified will be a member

HOD of concerned Department to which the subject belongs to will be a member

Faculty In charge of Examination – Convener

Functions:

- To enquire into complaints and recommend to University to award punishment as per University norms.

8. Grievance Cell for women:

Constitution:

Principal – Chairman

Senior Female Faculty – Co-ordinator (nominated by Principal)

Senior Female Faculty members one from each Department – Members (nominated by the Principal as suggested by the concerned HOD)

Functions:

- To enquire the complaints received from the female students or staff of the College.
- Special attention will be given to ragging/exploitation related issues.
- To recommend to the Principal of the College the penalty/punishment to be imposed.

6.1.3 What is the involvement of the leadership in ensuring the policy statements and action plans for fulfillment of the stated mission?

- The college governs and functions to adhere to the spirit of the mission.
- The policy statements and action plans for fulfillment of the stated mission
- Setting up of action plans for all operations and incorporation of the same into the institutional strategic plan.
- Continuous interaction with stakeholders.
- Need analysis, research inputs and consultation with the stakeholders are used to support policy and planning.
- Reinforcing the culture of excellence
- Champion organizational change.

The management maintains transparency in communicating the intent of the organization to all its employees through clarity in authority and delegation to achieve positive results in improving performance of the institution through the following acts.

- Conducting meetings of academic/admission bodies whenever required.
- Equal opportunities for all the staff members.
- Creating intellectual and ethical wealth.
- Encouraging the participation of the staff in the process of decision making in institutional functioning.

- Creating healthy organizational culture and climate through flexible organizational structure.
- Active participation of faculty members in scientific and professional associations through continuous monitoring.
- Preparation of institution manuals i.e. course materials by the staff to the students for clarity on educational content along with rules and regulations in the governance of the college.
- Sound mechanism of reward system, harmonious relations and resolving conflicts at all levels through the stakeholder's involvement.
- Personal interaction of the principal with various stakeholders, the faculty, the non teaching staff and the students.
- Participatory role of management encourages and sustains the involvement of the college staff which is necessary for the efficient and effective running of the college.
- Making the employees a part in taking operational decisions.
- Clarity in roles at each level along with job content and responsibility.
- The principal is the head of the institution and he bears the ultimate responsibility for the smooth running of the college. The role of the principal of the college is multidimensional.
- The personal interaction of the principal with various stakeholders, the faculty, the non teaching staff, the students, the guardians play an important role in this.

Frequent meetings of respective academic/admission bodies as per the requirement

Name of the body / committee	Frequency of meeting
College Academic Council	4 times in a year
Governing Body	Twice in a year
Anti – Raging Committee	Twice in a year and as and when required
Disciplinary Committee	Minimum Twice in a year and as and when required
Purchase Committee – Department level	Minimum once in six months and as and when required
Central Purchase Committee	Minimum twice in a year and as and when required
Malpractice Prevention Committee	As and when required
Grievance Cell for women	As and when required

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time.

Frequent staff meetings at department level and heads meeting at institution level are organized along with representatives of various committees for effective and timely feedback. The Principal of the college at the helm of the affairs has complete autonomy to govern the institution within the purview of rules and regulations framed by the society and government. In the beginning of the academic year exercise is conducted for the staff by IQAC which exposes the strength and

challenges of each of the personnel to draw a potential map. This gives an insight to the management for distribution of responsibilities and for effective implementation of policies and plans. The faculty are informed of their duties and responsibilities by the head of the institution in the staff meetings and departmental briefings. The administrative/technical staff are given a job map along with rules and responsibilities. The institute emphasizes on the reviews made by following committees constituted by the governing body:

- Academic Advisory Committee
- Placement Cell
- Disciplinary Committee
- Internal Quality Assurance Cell(IQAC)
- Industry Institute Partnership Cell.
- Entrepreneurship Development Cell(EDC)
- Grievance Redressal
- Alumni Association
- Parents Association
- Accounts and Finance
- Anti - Ragging Committee

6.1.5 Give details of the academic leadership provided to the faculty by the top management.

The management of the college is always in touch with the head of the institution and maintains amicable rapport with the head of the institution. The members of the management committee meets frequently and the problems and issues related to college development administration appointment and infrastructural needs and student discipline are discussed. In the Management committee meeting head of the institute and some staff members, nominated by the management committee, are also present to provide information and suggestions if any. In the meetings responsibilities are defined and communicated to the staff through the head of the institution. If the situation demands, the President of the Management Committee holds meeting with the teachers to communicate directly and bestows the responsibilities. The teaching as well as the non-teaching and supporting staff follows on instructions and obey the order in the interest of the institution.

6.1.6 How does the college groom leadership at various levels?

The college grooms leadership by discussing issues with and advising the teaching and non-teaching staff as well as the students. The management always encourage and support the involvement of the staff in the improvement of the effectiveness and efficiency of the institutional process. The management through the head of the institution involves the staff members in various activities related to the development of the college. The staff members are involved by way of constitution of various committees such as Advisory Committee, Discipline Committee, and Examination Committee etc.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system.

The institution emphasizes in enhancing quality of education and encourages and inspires the staff by creating congenial atmosphere.

The institution believes the culture of decentralized governance system For e.g.

- The head of the department has the authority in deciding the activities and delegating the responsibilities to the staff members of the departments.
- The department decides on timetable, subject allocation, purchase of equipment and consumables, organizing guest lectures and workshops, recommend necessary industrial visits, implant trainings, MOUs and work to achieve its goals, vision and mission.
- Empowering HODs to plan and execute and giving free hand to their subordinates in ensuring institutional development, educational system development and student & community development.
- Freedom to organize the administrative activities in accordance with the institutional policies with transparency and accountability

6.1.8 Does the college promote a culture of participative management? If ‘yes’, indicate the levels of participative management.

Yes, the college promotes the culture of participative management which enables staff and students to voice their opinions and suggestions which are considered for improvement. All academic and administrative activities are decentralized and decisions are taken based on discussions and deliberations at various levels of staff meetings with Principal and HODs. All the stakeholders are involved in decision making.

- To have rapport with management to solve problems of team work in smooth flow of information and encourage individuals to express their views.
- To participate in preparation of SSR for NAAC and for the preparation of Self Study Report (SSR) and departmental profile.
- To take part in college level activities. The principal coordinates between departments, administration and management
- The college parents- teachers associations in which parents and selected staff are members discuss managerial affairs if necessary.
- Students are also involved in decision making.
- In the CAC meetings innovative ideas and opinions from the faculty members, staff and students are recorded, discussed and appreciated. Their discussions in turn are used in the decision making process.

6.2 Strategic Development and Deployment

6.2.1 Does the institution have formally stated quality policy? How is it developed, driven, deployed and reviewed?

The strategic plan critically examines the grooming of the students; face the challenges to have a rewarding future. The institution has a quality policy. The major emphasis of the strategic plan is to develop the quality of education. The strategic plan deployed and reviewed from time to time by obtaining feedback from the students; gather information from parents, various committees.

The major thrust of the strategic plan will be to achieve calibrated improvement in the quality of education as the institute imparts in line with the Vision and Mission of the institute.

The strategy is developed, by laying emphasis on building core strengths i.e., excellent infrastructure, talented students and faculty and a deeply committed management and to meet the challenges thrown by the emerging opportunities.

6.2.2 Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes. The management plans for the improvement and expansions of infrastructure, modernization of existing facilities, research and development and introduction of new courses. It is based on head of the institution after meeting the all concerned heads of various departments and committees at institutions level along with individual proposal at faculty level will be discussed at annual governing body meeting. The same will be reviewed periodically throughout the academic year in measuring efficiency.

6.2.3 Describe the internal organization structure and decision making processes

Organization structure:

- Governing Body
- Chairman / Secretary
- Principal
- Head of the Departments and Administrative officer
- Academic Staff & Administrative Staff
- Accounts Section
- Library
- Advisory Committee

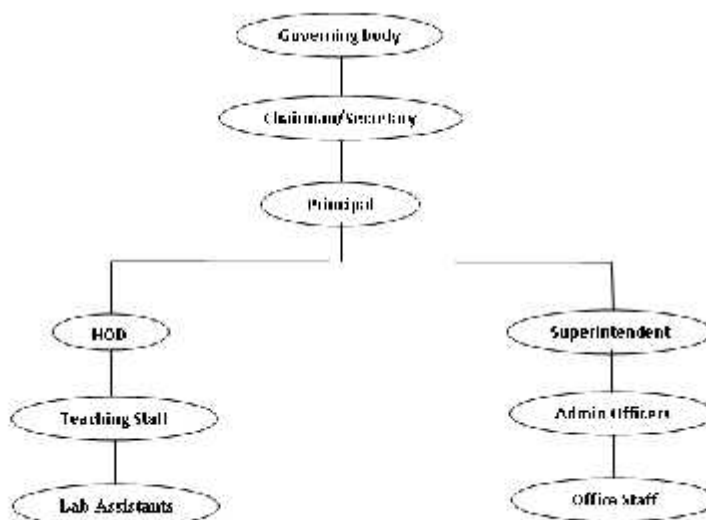


Fig : Organization Structure

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching and Learning
- Research and Development
- Community and Engagement
- Human Resources Management
- Industrial Interaction

Teaching and Learning

- The teaching staff will prepare the course material, work programme and lesson plan before the commencement of the classes according to academic plans to ensure a systematic, effective and efficient teaching mechanism.
- To enhance the quality of teaching, regular faculty Training Programmes and Faculty Development Programmes will be conducted. The faculty members are encouraged to organize and take part in such events.
- The institute organizes Student Development Programmes to equip the students to meet the challenges in their career. Value Additional programmes like Certificate Courses and Post Graduate Programmes are offered to the students to bridge the gap between the university syllabus and industry requirements, regular industrial visits and industry-academic interactions are organized so as to get the practical exposure about the functioning of the organization. Apart from the career building activities the institute also conducts Personality Development Programmes in the beginning of every semester to develop their overall personality.
- As part of teaching and learning the college is engaged in providing and implement the following
 - Remedial classes to slow learners
 - Communication skills lab to enhance language skills of the student
 - Campus recruitment training
 - Industrial tours for broad exposure
 - Use of LCD in every class
 - Digital learning technology

Research and Development

The faculty members are encouraged to do research in their subjects concerned by utilizing all the facilities available in the college. They are encouraged to publish their research papers in

national and international journals, to take-up projects in which both faculty and students are involved.

- To attend various training and development activities at national and international level
- To contribute in serving the surrounding community through various R&D activities
- To actively participate in different activities organized by professional bodies

Community Engagement

The institute is engaged in consultancy with industries to provide solutions to the problems referred and to provide necessary trainings to the personnel of industries. The institutions organizes social services activities in association with Red Cross, Rotary Club, Lions Club, Health Care Centre etc. The institution also organizes social awareness programmes like World Consumers Day, National Educational Day, Voters Day, Ozone Day, Aids Awareness, Human Rights, Environment Day, National Communal Harmony and Women's Day etc. The other initiatives like Drawing & Painting Competition, creating awareness through skit & street plays on social issues, rain water harvesting and teaching children in the Government Schools etc. It is also engaged in different types of activities as a part of National Service Scheme like:

- Blood Donation Camps
- Health Camps
- Village Adoption
- Providing food, clothes and other needs to orphans home, old age homes.
- Serving the people during natural calamities like floods, earthquake etc
- Contribution to charitable trusts

Human Resource and Management

The management recruits adequate number of qualified teaching and supporting staff based on the revision of curriculum, work load of next academic year by advertising in news papers. Basing on the performance of the candidates in the written test and interview the candidate will be recruited. The newly inducted faculty will be trained in the required areas and teaching methodology. To make the teachers aware of latest developments in their concerned subjects, to update their knowledge and skills FDPs, training programs, workshops are organized.

6.2.5 How does the head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The principal as the head of the institution ensures that the adequate information about the institutional activities to all stakeholders and management by placing all the activities in the college website, by way of letters and circulars, through social media etc., He also ensures the information by way of feedback from students, parents, faculty and employers.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The following programs are offered for employees

- Faculty development programs
- Industrial visit by faculty
- Conceptual understanding sessions
- Study leave and partial financial assistance or seed money given for teachers going for higher studies
- Industrial training
- Participation and presentation in various conferences and seminars
- Encouraging staff to pursue higher studies through study leave, flexibility in workload and timing, extension of laboratory, internet and library facilities, special classes conducted by experienced senior faculty et.
- Technical seminars
- Sabbatical leave for employees doing post doctoral research
- Non-teaching staff doing diploma courses and part time Degree courses
- Training courses for technical staff

6.2.7 Enumerate the resolutions made by the management council in the year and status of the implementation of such resolutions

The Governing Body meets twice in a year to discuss on various issues of the college and take necessary decisions for the improvement of the college.

The following is the action taken report on the major resolution passed in governing body held on 27-04-2015

S.No.	Resolution Passed	Action Taken
1	Submit application to NAAC for L.O.I to start the process of accreditation and also to submit the SSR within 3 months after receiving LOI / IEQA	Application on line submitted to NAAC for issue of L.O.I by paying necessary process fee Rs 25,000 received L.O.I on 09 – 07 – 2015 IEQA is received on 28/08/2015
2	To sign M.O.U with some industry to have value added course for the students to improve their knowledge level and employment opportunities.	An M.O.U signed with TATA INSTITUTE OF SOCIAL SCIENCES.

S .No.	Resolution Passed	Action Taken
3	To encourage the research activity. It is resolved to implement incentives and other schemes.	The management has decided and announced the following. The incentive to encourage research activities. <ol style="list-style-type: none"> 1. Rs.5000 cash incentive for publishing paper in referred journal. 2. Rs.1000 cash incentive for publishing paper in international conference. 3. Rs. 500 cash incentive for publishing paper in national journals/conferences.
4	It is resolved to increase number of buses to improve transport facilities.	Three more busses are purchased to improve the transport facility for the students.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?

Yes, there is a provision in the university to accord autonomy. The college is planning to have autonomous status in future and ultimately to groom as a deemed university.

6.2.9 How does the institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholders relationship?

For promoting better stakeholder relationship the institution has set up a grievance redressal cell to attend each and every complaint. The institution immediately addresses the problems and solves effectively.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these

No court cases filed by /against the institution during the last four years.

6.2.11 Does the institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?

Yes, the institution has a mechanism for analyzing, student’s feedback on institutional performance. A continuous assessment/feedback system is incorporated by covering many aspects linking various levels.

With such mechanism of collecting feedback from the students, the institution is able to know the areas where the system is weak or strong. Accordingly action plan will be initiated to rectify the areas where the institution seems to be weak based on the feedback given by the students. The college has implemented some changes and improved the performance.

Eg : Introduced CRT program to improve the knowledge of the student which has the resulted in getting more placements for the students.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institution is making its efforts for the professional development of the teaching and non-teaching staff through

- Creating a mechanism for developing capabilities and skills for achieving higher quality and excellence.
- Enabling staff to make use of the latest equipment through awareness programmes.
- Providing access to the Internet, audio-visual aids, software packages etc., as required.
- Facilitating institutional infrastructure learning resources for effective curricular transaction.
- Multi-factorial transaction involving teachers, students, learning resources, training centers, institutional links and academics management.
- Organizing FDPs, training programs, workshops to make the teachers aware of latest developments in their concerned subjects, to update their knowledge and skills.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training retraining and motivation the employee for the roles and responsibility they perform?

The Head of the Institution is the sole authority to motivate and empower the faculty to create a sense of direction and positive awareness to the departments of the teaching learning process by:

- Conceptual understanding decisions
- Faculty development programs
- Creating ambience in the system to reach excellence
- Industrial visits by faculty members
- Promoting use of modern technology
- Pooling their academic resource, best expertise and experience
- Establishing a mechanism for individual presentations at department level
- Participation in various conferences and seminars.
- Conducting workshops to train the employees.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Performance appraisal system is implemented as per the guidelines from the governing body. The appraisal report of faculty is made by the concerned head of the department on the basis of faculty yearly achievements and then submitted to the head of the institute.

Assessment of the teachers is also done through the feedback of the students. The feedback form has a well defined set of questions that help the students to evaluate the teaching capacity based on lecture understanding and define how far the teacher has succeeded in reaching out the students.

The principal understands the student's reflections and shares it collectively and individually across the staff. The faculty members are facilitated to overcome the Lacunae without lowering self esteem. The participation of the teacher in various institutional affairs is closely monitored by the principal. The head of the institution also uses evaluation in an informal way to improve the services of the office staff.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The management always plays an active role in the performance appraisal of the staff. The management keeps keen vigil on the working behaviors of the members of the teaching as well as the non teaching faculty. Annual increments and placements in the grades are all implemented under the signatures of the managing committee.

6.3.5 What are the welfare schemes available for teaching and nonteaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The college management provides the following welfare activities to the staff.

- Transport Facility
- Provident Fund
- Group Insurance
- Uniform for class-four staff is supplied free of cost

6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?

The management is providing the following facilities to the eminent faculty.

- Additional increments and pay/incentives
- Provision for provident fund
- Sponsoring faculty to FDPs, Training Programs, Workshops

- TA and Payment of registration fee for publishing/presenting papers
- Sabbatical / academic leave for PhD, M.Phil, Post Doctoral programs and for industrial training.
- Free medical checkups
- Loan against salary
- On duty facility for pursuing PhD programs and industrial training programmes
- Rent free accommodation for some of the faculty
- Tea every day and lunch on special working day

6.4 Financial Management and Resource Mobilization.

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The financial resources of the institute are managed in a very effective and foolproof manner. There is fully computerized accounts department in the institute.

The following three types of accounts are created:

- Income & Expenditure Accounts.
- Balance Sheets
- Receipts and Payments

Each and every transaction is supported by the vouchers. All the collections are in the bank and all expenditure, recurring and non-recurring are incurred through cheques. Only duly authorized persons can operate through the bank. For effective check on the accounts, the two-tier system is followed for the internal and the external audit on a continuous basis.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The college has a governing body. Every year budget proposals including income and expenditure details are being submitted by the college to the governing body for their consideration and approval. The proposals are made on different heads such as laboratory equipment, library expenses, salary payment, building infra structure and other maintenance expenses.

The management conduct internal audit by appointing a committee. They would examine the budget proposals, receipts, bills and vouchers and supporting documents for the current year.

The accounts are audited by a chartered accountant under the income tax act. The external audit is update and completed till 2014-15.

There were no significant objections raised by the auditors. But some minor mistakes were found and sorted out.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with institutions, if any.

As our college is self financing institution affiliated to Adikavi Nannayya University, we get income mainly from tuition fee receipts. At some stages, the institutions are raising funds from banks for capital expenditure on various projects taken up. The deficit in operations will be met from funding by Aditya Academy which runs our institutions. The audited accounts for the last three years are enclosed. Details are enclosed as **Annexure-XIII**

6.4.4 Give details on the efforts made by the institutional in securing additional funding and the utilization of the same (if any).

Various steps are taken by the institution to secure additional funds. The institution offer consultancy services to the surrounding industries and organizations. It organizes number of seminars and conferences by collecting registration fee. It submit proposal to funding agencies for grant of sponsored research projects and for organizing seminars, training programs, workshops, FDPs etc. In some cases, the funding may be raised from banks. Utilization of funds will be for specific projects with a systematic approach from planning to implementation with an underlying process of established control system in place.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

A. Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

- Yes, the college has established an Internal Quality Assurance Cell (IQAC) which conceives plans, executes growth oriented programmes and keeps a critical eye over the functioning of all the components of the college to frame or reframe strategies for quality improvement.
- The vision of the institution affirms open mindedness and its functioning encourages participative and democratic principle of management. The policy infuses quality in all the programmes and seeks the all-round growth of the college.
- The members of IQAC in consultation with Coordinators, Deans, HODs and Teachers- in-charge of clubs and committees frame a standard operational plan in the beginning of the academic session. An activity calendar is prepared and strategic roadmaps are evolved for quality enhancement and quality sustenance of the institutional programmes.
- Besides achieving excellence in Academics, Sports and Extracurricular/Co-curricular Activities, the IQAC strengthens the value system by inculcating ethical understanding among the students, sensitizing them to the needs of the community, generating academic skills, communication skills, self-employment and employability and positive thinking among the learners.

The IQAC meeting focuses on the following issues:-

- The changing trends in job market and higher education.
- Introduction of new subjects and courses suiting the requirement of the market.
- Infrastructural requirements.
- Requirements of staff and students in terms of teaching and equipment, machines, books, journals etc.
- Expectation of parents from the institution.
- Welfare scheme for students and staff including incentives and concessions.
- Proposals for workshops, seminars, conferences, lectures, exhibitions and displays etc.
- Research projects.
- Awareness programmes for students.
- Strategies for further improvements in sports, academic and cultural activities.
- Building international linkages.
- Special programmes to inculcate values and patriotic feeling in the youth.
- Projects to instill in students a sense of responsibility for the underprivileged sections of the society.
- Plans for the promotion of culture and heritage of India.

b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?

The management as usual approves all the decision as it is involved in decision making process. The following decisions were taken by the IQAC and approved by the management for implementation.

- To introduce value added courses to complement the present curriculum courses.
- To build up new facilities and upgrade the present facilities to render better technical support
- To install LCD, Video conferencing gadgets and Public Addressal Systems.

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

1. Sri.M. Nagireddy , GM(HR) - Reliance industry , Gadimoga.
2. Prof.G.Sudarshan Rao, Dept.of Commerce & Management Studies, Andhra University, Vizag.
3. Dr. T. K. Rama Krishna, Principal, Aditya Engineering College, Surampalem.

d. How do students and alumni contribute to the effective functioning of the IQAC?

The students play the role of active learners who help in creating systems according to their needs and requirements. They make suggestions regarding improvement in teaching-learning process, examination system, day-to-day facilities like library services, leisure or canteen services etc. They are also informed about the decisions taken or policies made by IQAC for their welfare through notices & announcements etc. As far as the alumni of the college are concerned, IQAC makes special efforts to involve them in the college programme.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

It has been earlier stated that all strategies of IQAC are formulated with consultation of other faculty members. Further at the time of execution of the plans, the staff members and students are involved. As they are with IQAC from the seeding, planting and cultivating process, this association contributes to the effective functioning of the college.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institution has an integrated framework for Quality assurance of the academic and administrative activities. Staff members (both teaching and non-teaching staff) are involved in framing the policies and procedures, guidelines, rules and regulations and effectively implementing the same to ensure smooth and systematic functioning of the institute. Staff members are also involved in framing the procedures for admission of students for the course and examinations [Internal & University] to be conducted by the institute. Suggestions from students and external members are also taken in for strategic decisions.

All the staff members are involved in implementing the policies, procedures and framework designed by the top management in order to maintain and achieve the quality standards.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The academic as well as the administrative working is further realized by providing regular training sessions being organized by the Institute for its teaching as well as non-teaching staff. All the departments organize Faculty Development Programmes, Entrepreneur Development Programmes, Lectures and workshops to give more thrust on pedagogy so that the innovations across the field are practiced in the teaching methodology. Informally, many experts and renowned professors interact with the faculty members to facilitate more on enhancement of the performance. In addition, attending outreach programmes by faculty members also enriches them in bench marking services of the institution. The Head of the institute also interacts with faculty members through faculty meetings and shares his ideas and explains how quality initiatives of the institute have to be implemented.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

The institution has engaged in a faculty-driven model enduring self-reflection, collaboration, teamwork and experts feed-back. The Management receives the feed-back about each faculty

member in the form of self appraisal to know their teaching and learning performance. The details of the subjects handled, percentage of pass and students' performance in the tests & examinations, programmes attended such as training programmes, participation in the conferences or seminars, Books or papers published and programmes organized are well mentioned in the self appraisal form by the faculty members.

The purpose of an academic audit is to evaluate the “**education quality processes**” – the key faculty activities required to produce, assure and regularly improve the quality of teaching and learning. This helps to know how faculty approach educational decision-making and how they organize their work, using the resources available to them and working mutually respectfully to provide a quality education in the best interests of the discipline and student learning.

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Internal Quality Assurance System is aligned with requirements of external quality assurance agencies in terms of quality of teaching learning process

Support provided to the achievements of students.

Quality of training programmes offered.

Competency of academic and administrative human resources etc.,

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institution has a structured mechanism to continuously review the teaching-learning process.

Review of the teaching process

- Allotment of subject to teach in the area of specialization based on the preferences given by the faculty
- Preparation of Work Programme, Lesson Plan in detail, & Course Material of the subject and submission of the same to the Principal for experts' evaluation.
- The Head of the Institute interact with students and faculty members regularly; collect the feedback about the faculty teaching and functioning of the classes.
- Formal structured feedback forms are distributed to the students at the end of the semester classes in order to know the faculty teaching performance.
- Online feedback is also obtained on the performance of the faculty.
- The reviewed performance analysis will be communicated to the faculty members by the Head of the Institute and advised suitably for further improvement.

Review of the Learning Process

- The Head of the Institute interact with students and faculty members regularly; collect the feedback about the faculty teaching and functioning of the classes.
- The students are given two internal tests in a semester to evaluate the performance of their learning

- The institute has a strong mentoring process where students are attached to faculty members thereby continuous monitoring of student development is achieved. During this process, the mentors also interact about their learning process and problems if any. The major problems identified are reported to the Head of the Institute by the Mentorship committee with a consolidation report containing common issues of students.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institute organizes interactive meetings with all its stakeholders in order to communicate its quality assurance policies, mechanisms and outcomes.

The following are the stakeholders of the institute:-

- Management/Governing Council will interact with the employees once in six months in the form of meetings. The opinions and suggestions are drawn towards improving the qualitative aspects of the institution and guide them towards achieving excellence.
- Parents-Teachers Meeting will be conducted regularly to update them regarding the quality initiatives taken up in the institution and to tell them about the progress of their wards.
- For students, the institute conducts Student Orientation Programme twice in a year to make them understand their role in achieving quality and to reinforce the culture of excellence in all aspects. Mentor meetings are conducted once in a month to interact with their mentees and allow them to express their concerns if any and motivate them in their academic and personal endeavors.
- Placement Cell will interact regularly with the employers who recruit our students to know that if there is any requirement to impart additional skills so as to match with their performance in the organization.
- Alumni- Regular interaction with the alumni members is organized through meetings conducted once in every six months to provide a platform for the alumni to share their experience.

CRITERION VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the college conduct a green audit of its campus and facilities?

Yes. Aditya Degree College has initiated towards creating an eco-friendly campus. Students are made aware about environment, waste management and recycling of waste. The college has put up dustbins in all the class rooms to keep a “**Litter free campus**”. In response to the call given by the Hon’ble Prime Minister Shri Narendra Modi, the Swachh Bharat Abhiyan was launched at our College and our students actively participating in keeping our campus Clean and Green.

7.1.2 What are the initiatives taken by the college to make the campus ecofriendly?

The college conducted various programs for environment awareness like:

- Plantation of trees around our college campus with a point to check pollution and also succeeded in creating a clean and green campus.
- Regular seminars and guest lectures are organized by expert people including by our Principal Dr.A.Mani Prakash regarding environment awareness to enlighten the students on various aspects of Environmental Protection, how well it can be protected and if not what are its repercussions.
- During personality development sessions a competition was conducted among the students on the theme “BEST OUT OF THE WASTE”
- Rallies and awareness drives are organized to make the campus eco-friendly.

Hazardous waste management :

As the college is a commerce & science college it does not produce any hazardous waste due to experimentation or otherwise.

E-waste management:

- Aditya Degree College moderates the obsolete used computer peripherals with new ones and selling obsolete material as scrap.
- Drives like Tree-Plantation, Campus cleanliness campaign and Say No to Crackers for pollution free Diwali are some such initiatives.
- Days like World Environment Day, Ozone Layer Protection Day, World Wild Life day etc. are keenly celebrated at Aditya Degree College
- Aditya Degree College enthusiastically celebrated - Earth Hour with NGOs, during which no electric appliance was used to consume energy.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Following are a few innovations that have helped to create a positive impact on functioning of the college in terms of Student development, Faculty Enhancement and Staff Motivation.

CRT (Campus Recruitment Training):

To put an end to all the hassles of Graduate students confront while appearing for campus placements, Aditya Degree College, Kakinada has introduced CRT Programme in the year 2010. Aditya Degree College, Kakinada is the first private degree college in the history of education which pioneered in Campus Recruitment Training which is confined only to professional colleges. We have been training our students for more than a half a decade and excelled at campus placements; thereby paying a path that leads to top organizations such as Infosys, Wipro, TCS, Tech-Mahindra, ILM and many more. After working closely with students belonging to different backgrounds, professionals at Aditya Degree College is aware of the problems that students face while attending for campus recruitment tests. Thus "CRT" is an endeavor to resolve all such problems effectively.

A special orientation program is conducted for improving the English proficiency and communication skills among the students from other states of India and from other countries like Nepal, Sudan, Afghanistan, Nigeria, Rwanda, Uganda, Ivory Coast and etc.

This resulted in attracting more number of foreign students from across the globe and Aditya is the only college in Degree pattern to have more number of foreign students through out the state of Andhra Pradesh.

In CRT Programme where students will be provided with previous test papers with answers, updated patterns of examinations, FAQ's (frequently asked questions) asked at top notch IT and other Manufacturing companies and conduct mock tests at regular intervals to test student's competencies. To keep students updated with latest happenings in all sectors, latest news is shared among the students with seminars sessions taken by the faculty. Campus recruitment training is not limited to written tests; it also includes group discussion, Telephonic interviews, CRT Examination at the end of each year and personal interview. For the shining future of students in the IT and other sectors, CRT includes GD topics and tips on how to outshine competitors.

All in all, CRT is included as a subject in the curriculum which focused on Mock Papers, On-line Tests, Subject Material and etc. Latest information about the Jobs is provided to every student which in turn can help to realize their dream of getting a job in the best organizations in the country.

Students selected in various campus drives during last four years

Academic Year	2012-13	2013-14	2014-15	2015-16
No of students selected	239	257	290	395 as on 05-01-2016

CRT Programme has played a key role in enhancing the college reputation for which we have received the best College award from the Government of Andhra Pradesh. At CRT, We also give coaching for competitive examinations such as ICET, AUCET, KRUCET, ANUCET, ANURCET and etc. The students are able to grab the Best Ranks in these examinations during the last few years.

Top Rankers list is enclosed to the **Annexure - XI**

Paperless Communication:

In an effort to communicate with Aditya educational community in a timely and cost efficient manner, the management of Aditya introduced Paperless Communications System as a means of notifying to the different stakeholders posted on our Web site. We have Aditya BLOG at which different events are posted at regular intervals so that all the stakeholders know about what we do at Aditya. By introducing this service, all will be able to receive e-mail notices containing links to messages, reports, and college updates. All messages will link to PDF files which may be viewed or downloaded.

With a view to create a paperless office, Aditya comes out with a simple audit which will help to know how to reduce the usage of paper:

- Aditya's concept is environment friendly and lives greener. The use of paperless communication benefits the environment by reducing the need for paper, by curbing commuting and by decreasing the need to maintain office spaces. A decreased use of paper will furthermore save trees and reduce the waste products created by paper production and the disposal of used paper.
- Look out for 'hidden' usage, such as paper printed or copied by a third party
- When you know how much you use, calculate how much you spend
- Look at the paper you use - what do you use it for?
- Can you do things differently to use less paper? Sometimes paper usage is just a habit or a process that we can redesign
- Get ideas from staff on how to reduce paper usage
- Develop some guidelines for staff on paper reduction
- Monitor paper usage periodically to assess progress

7.3 Best Practices

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the institutional objectives and or contributed to the quality improvement of the core activities of the college.

Best Practice – 1

- 1. Title of the practice : Mentoring System**
- 2. Goal :** In today's competitive landscape a mentoring relationship can help student's an edge that differentiates them from their peers. Students benefits from a relationship with someone who may provide knowledge, insight, support, guidance, and open doors for their relationships are at the heart of our Mentor Program. Our goal is to help mentees to build the foundation for a relationship which provides youth with the connection, stability and confidence to envision and pursue a brighter future. Faculty provide guidance to students on Academic and Non-Academic issues.
- 3. The Context :** Faculty members talk to the students like a mentor with a belief that a mentor is someone who can help students move to the next level, solve problems, think differently, view new possibilities, select new habits, meet new people, change to a whole new way of life and doing business. Faculty as Mentors will always open doors for our students and help them realize their potentials.

4. The Practice : Process of Mentoring

- **LEVEL 1 : Listening** - when Students begin to express what they are learning and what they want to do with their life, they become more confident and accountable to those ideas.
- **LEVEL 2 : Asking Questions** - The attitude of asking for more information through questioning gives the students an opportunity to expand and develop their ideas (e.g. “What do you mean by that?”; “Tell me more about this.”)
- **LEVEL 3 : Offering Feedback** - Giving Students a constructive feedback on their ideas, encouraging them by looking from a different point of view help to strengthen their ideas.
- **LEVEL 4 : On-going Support** -Taking interest and offering on-going encouragement to the ideas will help to make sure the individual takes action in accordance with the ideas.

In Aditya Degree College, Kakinada each teacher mentor is allotted with 20 students. They meet once in a month to discuss about the academic and non academic matters. Mentors are taking overall care of the students and try to solve their problems to the maximum possible extent and if not they forward the issue to the management for further action. Mentors will also keep constant touch with parents of mentees and take the issues to parents if necessary.

Best Practice – 2

1. **Title of the practice : Business with Ethics (Charity Oriented Entrepreneurship)**
2. **Goal :** This is based on the four policies, such as to inculcate habit of serving among students, to maintain the trust, to ensure the sustainable development of both the Institution and society and to be a good citizen.
3. **The Context :** The Student’s Social Responsibility (SSR) movement is not new and has been gathering momentum for well over a few decades in India and our students felt it as their cup of tea. Here we encourage our students to do some service to the society and we make them as true citizens of tomorrow.
4. **The Practice :** To inculcate and encourage the habit of Helping Hands to the poor and needy and at the same time to enhance the entrepreneurial attitude, our students organizes this “**Business with Ethics (Charity Oriented Entrepreneurship)**” for three days after college hours which consists of Food courts, Play Zones and Shopping area. Students purchase the items from the market at a reasonable price and they sell them with reasonable profit. This practice makes them to enhance their entrepreneurial skills and help them a lot in their coming future. Parents and general public are invited for this program. The profit earned is totally spent on Old age homes, Orphanages, and Rehabilitation centers. This has got a good response and even the media appreciated the same and we have become the **TREND SETTERS** for other college students.

Evaluative Report of the Department of Management

1. Name of the Department : Management

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered (UG) : BBM and BBA

4. Names of Interdisciplinary courses and the departments/units involved :
Accountancy & Computers

5. Annual/ Semester :

UG - II & III Year are Annual
- I Year is Semester

6. Participation of the department in the courses offered by other departments:

Commerce Department - B.Com.,
Business Organization and Management and Business Environment

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

- Certificate Courses in collaboration with Tata Institute of Social Sciences (TISS), Mumbai.
- Certificate Courses in collaboration with Banking and Financial Services of India (BFSI), Chennai.

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	5	5
Associate Professors	2	2
Assistant Professors	-	-

10. Faculty profile with name, qualification, designation, specialization, D.Sc. /D.Litt. /Ph.D. / M. Phil. etc.,)

S. No.	Name	Qualification	Designation	Specialization	No of years of experience	No. of Ph.D Students guided for the last 4 years
1	Dr.G.Srinivas Rao	MBA, PGDCA, M.Sc, M.Phil, Ph.D	Professor	MKT & FIN	18	-
2	Dr. H.Dhilleswar Rao	MA(Economics) MBA(HR), Ph D	Professor	HR	18	-
3	Mr. B.E.V.L. Naidu	MBA,MCA M.Phil, (Ph.D.)	Professor	HR and MRK	18	NA
4	Ms. K. Karuna	MBA,MCA, M.Phil	Professor	MKT	13	NA
5	Mr. Md.Shaidden	MHRM, MBA, (Ph.D)	Associate Professor	HR & MKT	13	NA
6	Ms. E.Suneetha	MBA, M.Com, PGDM, B Ed, (Ph.D)	Associate Professor	HR & MKT	11	NA
7	Mr.K.V.Nagraj	MBA, M.Phil, (Ph.D)	Professor	MKT	12	NA

11. List of senior visiting faculty

The following are the guest lecturers delivered by senior visiting faculty for the students of the department at the college

Year	Name	Topic
2011-12	Prof. G.Srinivasa Rao, Samatha PG College, Visakapatnam.	Role of FDI In Retail Marketing
2012-13	Prof. Balla Apparao, AU, Vizag.	Management Education India
2013-14	Prof.B.Kuberudu, AU, PG Centre, Kakinada.	Career Perspective for Management Students
2014-15	Prof.Balla Apparao, AU, Vizag.	Corporate Governance in Urban Co-operative Banks
2015-16	Prof. Chinnappa, AU, Vizag.	Advanced Banking Systems

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise) : 30:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

S. No.	Post	Sanctioned	Filled
1	Technical staff	2	2
2	Administrative staff	2	2

Details are enclosed as **Annexure-I**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:

Number of Teaching Faculty with Ph D. - 3

Number of Teaching Faculty with P.G & M.Phil – 2

Number of Teaching Faculty with P.G. – 2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Yet to be received

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Yet to be received

18. Research Centre /facility recognized by the University : The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre.

19. Publications: 16

S. No.	Name of the Faculty	Designation	No. of Research Publications
1	Dr.G.Srinivas Rao	Professor	10
2	Dr. H. Dhilleswar Rao	Professor	1
3	Prof. B.E.V.L. Naidu	Professor	3
4	Mr. Md.Shaidden	Associate Professor	1
5	Mr.K.V.Nagraj	Associate Professor	3

Details are enclosed as **Annexure – II**

Text Books Published

S. No.	Name of the Faculty	Title of the Book	Name of the Publisher	Year of Publication	ISBN No.
1	Dr.G.Srinivasa Rao	Impact of Liberalization	Lambert Academic Publishing, Germany.	2014	978-3-659-58937-9
2	Prof.B.E.V.L Naidu	Fundamentals of Computers & Programming with C	Kalyani Publications	2014	978-93-272-4098-6
		Data Base Management System	Kalyani Publications	2015	978-93-272-5418-1
		Business Economics- II	Pragati Prakasan	2016	975-93-85904-32-5
		Business Environment	Pragati Prakasan	2016	978-93-85904-39-4
		Operating System & Diagnostics Tools	Shree Publishing House	2016	978-93-85506-99-4
3	Dr.H.Dilleswara Rao	Business Economics	Himalaya Publications	2015	978-93-5202-811-5

20. Areas of consultancy and income generated :

S.No.	Academic Year	Amount Earned
1	2011-12	48000/-
2	2012-13	49000/-
3	2013-14	63000/-
4	2014-15	61000/-
5	2015-16	45000/-

Details are enclosed as **Annexure -VIII**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards

Dr. G. Srinivasa Rao,

- Observer for UGC Examinations since 2011
- Evaluator for Paper III UGC Net
- Member for Centre for Education Growth and Research
- Member for GRABS Educational Charitable Trust

22. Student Projects :

a) Percentage of students who have done in-house projects including inter departmental / programme : 3% of the Students in 2014-15 have done in house projects

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

2011-12	2012-13	2013-14	2014-15
100%	100%	100%	97%

23. Awards / Recognitions received by faculty and students Faculty :**Faculty:**

Dr. G. Srinivasa Rao: Eminent Educationalist Award - 2011 by IEM.
Best Teacher Award - 2015 by GRABS

Students:

Students have also secured many ranks in university examinations

Details are enclosed as **Annexure - XII**

24. List of eminent academicians and scientists/visitors to the department :

S. No	Academic Year	Name of the Visitor
1	2011-12	Prof. G. Srinivasa Rao, Samatha P.G. College, Visakhapatnam.
2	2012-13	Prof. B. Kuberudu, A.U. P.G. Center, Kakinada.
3	2013-14	Prof. B. Appa Rao, A.U. Visakhapatnam Prof. George Victor, V.C, AKNU
4	2014-15	Prof. P. Vijay Kumar, Director, School of Management Studies, JNTU, Kakinada. Prof. E. Appa Rao, Rajiv Gandhi, Kakinada.
5	2015-16	Prof. Satya Narayana, JNTU, Kakinada.
6	2015-16	Prof. Teki, ANUR, Rajahmundry.

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : 16
- b) International: Nil

The Department organizes a management meet every year namely CONFLUENCE by inviting management students from different institutions of the state and organize management events.

The department has organized many more programmes as mentioned below :

S. No	Year	No. of seminars	No. of workshops	Source of Funding
1	2011- 2012	2	2	Management
2	2012-2013	2	2	Management
3	2013-2014	2	2	Management
4	2014-2015	2	2	Management
5	2015-2016	2	2	Management

Details are enclosed as **Annexure – IV**

26. Student profile programme/course wise:

Year	Course / Programme	Applications Received	Selected	Male	Female	Pass %
2011-12	BBM	240	207	134	73	69
2012-13	BBM	325	306	180	126	73
2013-14	BBM	420	375	197	178	74
2014-15	BBM	480	463	230	233	85

27. Diversity of Students

Name of the Course	Year	% of students from the same state	% of students from other states	% of students from abroad
BBM	2011-12	90%	10 %	-
BBM	2012-13	97%	03 %	-
BBM	2013-14	45%	30 %	25 %
BBA	2014-15	80%	08 %	12 %

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: Nil

29. Student progression

	Student progression	Against % enrolled
	UG to PG	35%
	PG to M.Phil.	-
	PG to Ph.D.	-
	Ph.D. to Post-Doctoral	-
	Employed	
	• Campus selection	45%
	• Other than campus recruitment	5%
	Entrepreneurship/Self-employment	5%

30. Details of Infrastructural facilities

a) Library : Titles : 367
Volumes: 724

DELNET, N – LIST

b) Internet facilities for Staff & Students : WI-FI with 10 Mbps

c) Class rooms with ICT facility : 3 fixed with LCD projectors, Portable Projector Facilities and OHP facilities for other class rooms

d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies :

The students have received financial assistance from Government of Andhra Pradesh in the form of Scholarship and fee reimbursement.

Course	2012-13	2013-14	2014-15	Total
BBM	78	138	168	384

Apart from this the management has provided financial assistance by the way of concession based on merit marks obtained in the intermediate examination.

Course	2012-13	2013-14	2014-15	Total
BBM	103	55	104	262

Details are enclosed as **Annexure - IX**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

Academic Year	2011-12	2012-13	2013-14	2014-15
No. of programmes organized	2	2	3	4

Details are enclosed as **Annexure - IV**

33. Teaching methods adopted to improve student learning

- Lecture method
- Case study
- Role play
- Group Discussions
- Quiz
- Problem Solving Approach
- Videos
- Students Presentations
- Assignments
- Management Games
- Mini Project
- Internships
- Industrial Visit

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

NSS and other activities – Yes, involved in various NSS Activities and ISR Activities.

Details are enclosed as **Annexure - VI**

35. SWOC analysis of the department and Future plans SWOC Analysis :

A SWOC analysis for faculty members at Aditya Degree College, Kakinada is a tool which provides analysis of what is effective in the college systems and procedures.

Strengths :

- Highly qualified and experienced faculty members.
- Good infrastructure facilities.
- Job oriented courses and special efforts made by the faculty which results in maximum employment.
- Able to attract more number of students from other states and foreign countries.
- Offering additional programs such as Personality Development Sessions to improve employability opportunities.
- Campus Recruitment Training(CRT) for students from first year onwards.

Weaknesses :

- Inadequate Research Activity.
- Traditional courses designed by the University are not in tune with the present needs of Global Market.
- The curriculum is too stretch not allowing additional activity.

Opportunities :

- Maximum employment opportunities.
- To improve industry institute interaction.
- Opportunity for reputation to attract more foreign students.
- To encourage more entrepreneurs.
- In the purview of new state, in A.P. many new companies will be coming up with opportunities in the areas of HR, Marketing, Finance and others.

Challenges :

- To improve interpersonal communication skills for Telugu Medium Students who belong to rural back ground areas which are more required for management students.
- As more number of colleges offering BBA, it becomes difficult to attract good quality students.

Future Plans :

- To introduce Advertising Management Course.
- To encourage more students to become Entrepreneurs in the wake of new state formation.
- To encourage faculty to participate in research activities and submit proposal to funding agencies.

Evaluative Report of the Department of Mathematics & Statistics

1. Name of the Department : Mathematics & Statistics

2. Year of Establishment : 1998

3. Names of Programmes/Courses offered(UG, PG, M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc.) : U.G

B.Sc., (MPC)

B.Sc., (MPCS)

B.Sc., (MECS)

B.Sc., (MSCS)

4. Names of Inter Disciplinary courses and the departments/units involved : Computer Science, Physics & Electronics and Chemistry Departments for B.Sc Course.

- MPC - Mathematics, Physics & Chemistry
- MPCS - Mathematics, Physics & Computer Science
- MECS - Mathematics, Electronics & Computer Science
- MSCS - Mathematics, Statistics & Computer Science

5. Annual/semester/choice based credit system (programme wise) :

UG – II & III Year are Annual

I Year is Semester

6. Participation of the department in the courses offered by other departments :

Department	Course	Subjects offered
Management	BBA	Mathematics & Statistics
Life Sciences	BBC	Statistics
	M.Sc(Micro Biology)	Biostatistics
Computer Science	BCA	Mathematics & Statistics
Chemistry	M.Sc(Bio-Chemistry)	Biostatistics

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Recognized Study Center of Acharaya Nagarjuna University Under Distance Education for B.Sc & M.Sc., Mathematics.

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	4	4
Associate Professors	3	3
Asst. Professors	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.,)

S. No.	Name	Qualification	Designation	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
1	Mr. I.S.R.Bapanna	MSc(Mathematics)., M.Phil	Professor	20	NA
2	Mr. R.Prasad	MSc(Mathematics)., M.Phil	Professor	19	NA
3	Mr. A.Narasimha Rao	M.Sc(Mathematics), M.Phil., B.Ed	Professor	15	NA
4	Mr. CH.Raja Sekhar	M.Sc,(Mathematics) M.Phil., B.Ed	Professor	10	NA
5	Mr. U.Mallikarjuna Rao	M.Sc(Mathematics)	Associate Professor	21	NA
6	Mr. S.T.G.S.Bhashyam	M.Sc(Mathematics)	Associate Professor	11	NA
7	Mr. K.I.N.S.Vara Prasad	M.Sc(Statistics)	Associate Professor	10	NA
8	Mr. CH.V.V.Satyanarayana	M.Sc(Mathematics)	Assistant Professor	9	NA
9	Mr. P.Srinivasa Rao.	M.Sc(Mathematics), B.Ed	Assistant Professor	7	NA

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student-Teacher Ratio (programme wise) 30 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Two

15. Qualifications of Teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG. :

PG - 05

M.Phil - 04

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Yet to receive

18. Research Centre/facility recognized by the University :

The affiliated University - Adikavi Nannaya University does not have facility of recognized research center.

19. Publications :

S. No.	Name of the Faculty	Designation	No. of Research Publications
1	Prof. R. Prasad	Professor	1

Details are enclosed as Annexure-II

20. Areas of consultancy and Income generated: Nil**21. Faculty as members in a) National committees b) International Committees
c) Editorial Boards.... -Nil****22. Student projects****a) Percentage of students who have done in-house projects including inter departmental / programmes :**

The academic curriculum has project work. 100% students have done in-house project.

b) Percentage of students placed for projects in organizations outside the institution i.e research laboratories/ industries/ other agencies : Nil

23. Awards/Recognitions received by faculty and students : Students have secured many ranks in university examinations in the last four years. Details are enclosed as **Annexure-XII**

24. List of eminent academicians and scientists/visitors to the Department

S. No.	Date	Name of Seminar	Department	Eminent Person Visited
1	29-06-2010	National Statistics Day	Mathematics & Statistics	Mr.K.I.N.S.Vara Prasad, Lecturer in Statistics, Hindustan Shipyard Degree College, Visakhapatnam.
2	29-06-2011	National Statistics Day	Mathematics & Statistics	Prof.N.Chitti Babu, Department of Statistics, Andhra University.
3	10-12-2011	Vector space	Mathematics & Statistics	Mr.T.Augustine, Lecturer in mathematics, V.S.laxmi Engineering College, Kakinada.
4	29-06-2012	National Statistics Day	Mathematics & Statistics	Ms.R.Rajani Kumari, Lecturer in Statistics, Aditya Degree College, Visakhapatnam.

S. No.	Date	Name of Seminar	Department	Eminent Person Visited
5	29-06-2013	National Statistics Day	Mathematics & Statistics	Mr.G.Satish Kumar, Lecturer in Statistics, V.S.Lakshmi Degree College, Kakinada.
6	08-12-2013	Mean value theorem	Mathematics & Statistics	Mr.E.srinivas. Head of Department of Mathematics, V.S.laxmi Co.Ed Degree college, Kakinada.
7	22-09-2013	Sampling techniques	Mathematics & Statistics	Mr.B.G.Manohar, Assistant Statistical Officer, Srikakulam District.
8	09-12-2013	Homomorphism	Mathematics & Statistics	Mr.R.L.N.Pradeep Kumar(PhD), Associate Professor, JNTU Kakinada.
9	29-06-2014	National Statistics Day	Mathematics & Statistics	Prof.N.Chitti Babu, Department of Statistics, Andhra University.
10	30-08-2014	Sampling registration system is the best reliable estimator in India	Mathematics & Statistics	Mr.Y.Jaganadha Rao Census Officer, Hyderabad Circle.
11	11-12-2014	Sequence and Series	Mathematics & Statistics	Mr.K.Suresh, Lecturer in Mathematics, JNTU Kakinada.

25. Seminars/Conferences/Workshops organized & the source of funding

a)National : 06 International : Nil

S.No.	Academic Year	No. of Programmes Organized	Source of Funding
1	2011 - 2012	1	Management
2	2012 - 2013	1	Management
3	2013 - 2014	2	Management
4	2014 - 2015	2	Management

Details are enclosed as **Annexure – IV**

26. Student profile programme/course wise :

2014-2015					
Name of the Course Programme	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
B.Sc (MPC)	45	39	35	4	68%
B.Sc (MPCS)	139	107	67	40	64%
B.Sc (MECS)	125	100	81	19	67%
B.Sc (MSCS)	70	51	27	24	68%
2013-14					
B.Sc (MPC)	55	40	40	00	68%
B.Sc (MPCS)	102	86	55	31	65%
B.Sc (MSCS)	45	32	12	20	72%
B.Sc (MECS)	90	66	50	16	73%
2012-2013					
B.Sc (MPC)	41	30	28	02	73%
B.Sc (MPCS)	60	47	31	10	71%
B.Sc (MSCS)	20	15	10	05	60%
B.Sc (MECS)	70	54	48	06	63%
2011-2012					
B.Sc (MPC)	43	28	27	01	70%
B.Sc (MPCS)	70	55	27	1	60%
B.Sc (MSCS)	30	18	16	02	67%
B.Sc (MECS)	50	35	35	00	56%

27. Diversity of Students

Name of the Course	%of students from the same state	%of students from other States	%of students from abroad
B.Sc (MPC)	100%	Nil	Nil
B.Sc (MPCS)	100%	Nil	Nil
B.Sc (MSCS)	100%	Nil	Nil
B.Sc (MECS)	100%	Nil	Nil

28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	28%
PG to M.Phil	NIL
PG to Ph.D	NIL
Ph.D to Post-Doctoral	NIL
Employed	
• Campus selection	54%
• Other than campus recruitment	14%
Entrepreneurship/Self-employment	04%

30. Details of Infrastructural facilities

a) **Library :** The College have a central library where faculty and students can access books.

Books pertaining to Mathematics, Statistics and Journals

Subject	No. of Books	No. of Titles	No. of Journals
Mathematics	1197	354	1
Statistics	150	63	1

b) **Internet facilities for Staff & Students :**

Digital Library with Internet facility of 10 Mbps speed

c) **Class rooms with ICT facility :** Four class rooms are equipped with LCD screens and other ICT facility

d) **Laboratories :** The college have four computer labs with 170 systems having windows - 7 and 2 labs are equipped with statistical package like Medcal

31. Number of students receiving financial assistance from college, university, Government or other agencies:

The following table gives the number of students receiving Andhra Pradesh government Scholarship

S. No	Group	2012-2013	2013-2014	2014-2015	Total
1	MPC	48	60	71	179
2	MPCS	103	98	157	358
3	MECS	92	82	124	298
4	MSCS	27	29	54	110

College provides financial assistance to the meritorious students in the form of concession according to the percentage in the intermediate exam. The details given below year wise:

S. No	Group	2011-2012	2012-2013	2013-2014	2014-2015	Total
1	MPC	27	34	38	39	138
2	MPCS	51	53	84	100	288
3	MECS	32	61	57	91	241
4	MSCS	17	17	32	51	117

Details are enclosed as **Annexure – IX**

32. Details on student enrichment programmes (Special lectures/workshops/seminar) with external experts.

The Department had organized many enrichment programmes as given below:

S. No	Academic Year	No. of Programmes Organized	Source of Funding
1	2011 - 2012	1	Management
2	2012 - 2013	1	Management
3	2013 - 2014	2	Management
4	2014 - 2015	2	Management

Details are enclosed as **Annexure – IV**

33. Teaching methods adopted to improve student learning

- Apart from regular chalk and talk, Extensive usage of ICT- LCD, OHP, and Screening of videos/documentaries in relation to the subject taught.
- Assignments: Assignments on certain topics with the help of Internet and books helps the students to learn better and enrich their creative writing. This exercise helps them to develop their writing skills.
- Group discussions: To give away their shyness and develop communication skills in students group discussions are promoted in the class so that all the students participate in the teaching learning process.
- Participation in Seminars and Workshops: Students are motivated to participate in seminars and workshops in order to better and higher learning.
- Extra efforts are put by the staff members towards slow learners by taking personal care, clearing their doubts. To improve their performance in exams tests are conducted daily during lunch hours and after college hours.
- Certain topics are explained by using models and by demonstrating, so that the students can understand those topics easily. Students are encouraged to prepare charts which are used as teaching aids.
- Class room seminars by the students are conducted so that they will not have stage fear.
- The notes and power point presentation of courses taught by teachers are available to the students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

National Service Scheme (NSS) Activities enrich the student to have social Responsibility and the Departmental Activities provide the student do develop leadership skills and event management.

Details are enclosed as **Annexure – VI**

35. SWOC analysis of the department and Future plans

SWOC Analysis

A SWOC Analysis for faculty members at Aditya degree college, Kakinada is a tool which provides analysis of what is effective in the college systems and procedures.

Strengths :

- Highly Qualified and experienced faculty members.
- The Department is strongly student centered and focused.
- Regular counseling by the faculty to student has paved way for good result in the university exams.
- Good infrastructure facility.

Weaknesses :

- Inadequate research activity among faculty.

Opportunities :

- The course have a greater scope for students to get placed in multinational companies and also in various central government jobs recruited through SSC- staff selection commission and UPSC-union public service commission etc., and various state government jobs viz., ASO- assistant statistical officer, group-I,II etc.

Challenges :

- Have to increase communication skills among students coming from rural background.
- Increase research consciousness among students.

Future plans :

- To Improve research activity among faculty.
- To Introduce PG courses.

Evaluative Report of the Department of Physics & Electronics

Department of Physics and Electronics in Aditya Degree College, Kakinada started in the year 1998 with three groups MPC, MECS and MPCS with intake of 50 each for B.Sc course. Now it rose to 100 for each group in the coming years.

The department consists of well experienced and qualified faculty in both teaching and non teaching. Laboratories consists adequate and modern equipment, simulation labs to thrive the needs of students. The other facilities include LCD projectors, to bring alive the classes and for seminars.

Short Term Goals :

- To improve the Academic performances and achieve 100% results
- To improve campus placements
- To develop domain specific expertise amongst department faculty

Long Term Goals :

- To encourage faculty to indulge in research activities
- To develop R & D center in the Department

1. **Name of the department** : Physics and Electronics

2. **Year of Establishment** : 1998

3. **Names of programmes/courses offered** :

Under Graduation:

Program of study	Description
B.Sc (MPC)	In take 100
B.Sc (MECS)	Intake 100
B.Sc (MPCS)	Intake 100

Post graduation:

M.Sc.Physics from Acharya Nagarjuna University in distance mode as a recognized study centre.

4. **Names of interdisciplinary courses and the departments/units involved** :

Courses running	Collaboration with other departments
1. B.Sc (MPC)	Mathematics, Chemistry
2. B.Sc (MECS)	Mathematics, Computer Science
3. B.Sc (MPCS)	Mathematics, Computer Science
4. M.Sc. Physics	Mathematics

5. Annual/ semester/choice based credit system :

UG - II & III Year are Annual

- I Year is Semester

6. Participation of the department in the courses offered by other departments : Not applicable**7. Courses in collaboration with other universities, industries, foreign institutions :**

College is recognized as study centre for distance education of Acharya Nagarjuna University offering B.Sc & M.Sc. Physics.

8. Details of courses/Programmes discontinued (if any) with reasons : Nil**9. Number of teaching posts : 8**

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	5	5
Assistant Professors	3	3

10. Faculty profile with name, qualification, designation, specialization (D.sc. /D.Litt /Ph.D /M.Phil etc) :

S. No.	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
1	Mr.N.Narayana Rao	M.Sc	Associate Professor	Nuclear physics	43	NA
2	Mr.G.S.N.Murthy	M.Sc	Associate Professor	Pure physics	39	NA
3	Mr.M.Srinivas	M.Sc	Associate Professor	Electronics	15	NA
4	Mr.T.PothuRaju	M.Sc	Associate Professor	Electronics	14	NA
5	Mr.P.Pradeep	M.Sc.,M.Tech	Assistant Professor	Electronics	10	NA
6	Mr.H.Murali Krishna	M.Sc.,B.Ed	Associate Professor	Pure Physics	10	NA
7	Mr.K.Bhanu Rekha	M.Sc	Assistant Professor	Pure physics	9	NA
8	Mr.N.Kiran Kumar	M.Sc	Assistant Professor	Electronics	7	NA

11. List of senior visiting faculty : Nil**12. Percentage of lectures delivered and practical classes handled by temporary faculty : Nil****13. Student –Teacher Ratio (program wise) : 30:1**

14. Number of academic support staff (technical): 5

Number of academic support staff (non-technical): 2

S.No.	No. of the Persons	Designation
1	6	Lab Assistant
2	1	Office Assistant
3	1	Attender

Details are enclosed as **Annexure - I**

15. Qualification of teaching faculty :

- P.G. with M.Tech : 1
- P.G. with B.Ed : 1
- P.G. : 6

16. Number of faculty with ongoing projects from (a) national/international funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR and total grants received: Yet to be received

18. Research centre /facility recognized by the university : The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre.

19. Publications:

(i) Publications per faculty :

Name of the faculty	No. of Publications
Mr. T.Pothu raju	4
Mr. H.Murali Krishna	2

(ii) Number of papers published in peer Reviewed journals by departmental faculty:

National journals : 1 International journals : 5

Details are enclosed as **Annexure - II**

20. Areas of consultancy and income generated :

S. No.	Year	Income Generated
1	2011-12	Rs.6500/-
2	2012-13	Rs.6500/-
3	2013-14	Rs.10,500/-
4	2014-15	Rs.13,500/-
5	2015-2016	Rs. 7500/-

Details enclose in **Annexure – VIII**

21. Faculty as members in (a) National Committees : Nil (b) International Committees : Nil

(c) Editorial boards : Nil

22. Student projects:

(i) Percentage of students who have done in house projects including inter departmental / programme : Project work is not mandatory in the curriculum. But our department encourages students to do projects.

- First year students are encouraged to do small projects
- Second year students are encouraged to do projects using
 - Solid state components and ICs
- Third year students are encouraged to do 8051 microcontroller projects.

(ii) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: Nil

23. Awards/Recognitions received by faculty and students :

Students have secured many ranks in university exams and got award/reward in many competitions participated.

Details are enclosed as **Annexure XII**.

24. List of eminent academicians and scientists/visitors to the department :

S.No.	Name of the Visitor	Designation
1	Mr N.S.R. Murthy	Associate Professor, Ideal Inst. of Technology, Kakinada.
2	Mr.K.V. Ramana Prasad	Design Engineer, Indo German Institute, Vishakhapatnam
3	Prof. P.George Victor	Vice Chancellor, Adikavi Nannaya Univeristy, Rajahmandry.
4	Mr.K.Srikanth	Associate Professor, V.S.Lakshmi Degree College, Kakinada.
5	Mr. K.Durga Prasad	ISAN Technologies, Kakinada.
6	Prof. N. Gopala Krishna	Professor, Korangi Institute of Engineering and Technology, Kakinada.
7	Prof. Ch.V.Subbarayudu	Professor, Korangi Institute of Engineering and Technology, Kakinada.
8	Dr. T.Haranath Babu	V.S.M. Degree and PG college, Ramachandrapuram.

25. Seminars/Conferences/Workshops organized & the source of funding:

Our department organized seminars/workshops to introduce new technologies and updated knowledge to the students funded by management.

S. No.	Academic Year	No of seminars/ workshops/events conducted	Source of funding
1	2011-12	3	Management
2	2012-13	3	Management
3	2013-14	3	Management
4	2014-15	3	Management
5	2015-16	2	Management

Details are enclosed as **Annexure - IV**

26. Student profile programme /course wise :

Name of the Course	Applications Received	Selected	Enrolled		Pass Percentage %
			Male	Female	
2014-2015					
B.Sc (MPC)	57	39	35	4	68
B.Sc (MPCS)	125	107	67	40	64
B.Sc (MECS)	125	100	81	19	68
2013-2014					
B.Sc (MPC)	60	40	40	Nil	68
B.Sc (MPCS)	120	86	55	31	65
B.Sc (MECS)	108	66	50	16	73
2012-2013					
B.Sc (MPC)	45	30	28	2	73
B.Sc (MPCS)	62	47	31	16	71
B.Sc (MECS)	56	48	41	7	63

27. Diversity of Students :

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
MPC	100%	Nil	Nil
MECS	100%	Nil	Nil
MPCS	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations with as NET, SLET, GATE, Civil Services, Defense Services ,etc., :

For the Year 2015 – 16 :

S. No.	Name of the Exam	No. of Students Qualified
1	AUCET	7
2	ANURCET	3
3	KRUCET	11
4	ICET	24

29. Student profile progression :

Student progression	2012-2013	2013-2014	2014-2015
UG to PG	33.8%	24.13%	28.2%
Employed : Campus Selection	61%	71.26%	64.7%
Other than campus recruitment	5.2%	4.59%	7%

30. Details of infrastructural facilities :

(i) Library :

We have huge central library with adequate no. of books for various departments. Our department has following books and volumes.

Subject	No. of Titles	No. of Volumes
Physics	269	777
Electronics	186	519

No. of online Journals : 2 No. of Magazines : 3 No. of Lab Manuals : 8

(ii) Internet facility : 10 Mbps Internet with WiFi facility is available for staff and students

(iii) Classrooms with ICT facility : Classes have the provision of OHP and ICT facility

(iv) Laboratories : 4 + 1 Dark Room

Our department has adequate and latest equipment to conduct experiments as per the curriculum.

Lab 1 : Analog Electronics

Lab 2 : Digital and Microprocessor Lab

Lab 3 : Mechanics and Wave and Oscillations

Lab 4 : Electricity and Electronics

Dark Room : Optics Lab

Details of Lab equipment is enclosed as **Annexure - XI**

31. Number of students receiving financial assistance from college, university, government :
Students will get financial assistance from government of Andhra Pradesh as scholarships.

Year	B.Sc (MPC)	B.Sc (MECS)	B.Sc (MPCS)
2012-2013	48	92	103
2013-2014	60	82	98
2014-2015	71	124	157

Financial assistance from college: College provides financial assistance to the meritorious students in the form of concession according to the percentage in the intermediate exam. The details are given below year wise.

Academic Year	Group	No. of students benefited
2011-12	B.Sc (MECS)	32
	B.Sc (MPCS)	51
	B.Sc (MPC)	27
2012-13	B.Sc (MECS)	61
	B.Sc (MPCS)	53
	B.Sc (MPC)	34
2013-14	B.Sc (MECS)	57
	B.Sc (MPCS)	84
	B.Sc (MPC)	38
2014-15	B.Sc (MECS)	91
	B.Sc (MPCS)	100
	B.Sc (MPC)	39

Details are enclosed as **Annexure - IX**

32. Details of student enrichment programmes (special lectures/workshops/seminar) with external experts : The department has arranged many enrichment programs to the students to introduce latest technologies and updated knowledge to the students.

Academic Year	No. of Programs Conducted
2011-12	3
2012-13	3
2013-14	3
2014-15	3

Details are enclosed as **Annexure - IV.**

33. Teaching methods adopted to improve student learning:

Apart from chalk and talk we will make following effort to make student better

- **Assignments:** Assignments on certain topics with the help of internet and books helps the students to learn better and enrich their creative writing. This exercise helps them to develop their writing skills.
- **Participation in seminars and workshops:** Students are motivated to participate in seminars and workshops in order to do better and for higher learning.
- Extra efforts are made by faculty members on slow learners and extra classes will be run after college hours.
- Difficult topics in the chapters will be explained through power point presentation.
- Besides weekend tests, class tests and quiz programs will be conducted at end of each chapter.
- In order to increase practical exposure, practicals will be conducted individually per each student.
- Students are encouraged to build projects.

34. Participation in institutional social responsibility (ISR) and extension activities :

Our students participate in many social responsibility /social awareness programs through NSS.

Details of students enrolled in NSS :

Academic Year	No. of students Enrolled
2011-2012	43
2012-2013	49
2013-2014	77
2014-2015	65

Details are enclosed as **Annexure - VI**

35. SWOC analysis of the department and future plans :

Strengths :

- Well experienced and dedicated faculty in both teaching and non teaching.
- Well equipped laboratories.
- Best infrastructure available.

Weaknesses :

- R&D and consultancy activities to be improved.

- Lack of industry interaction.
- Collaborative programs to be initiated.
- Research activity by faculty is not adequate.

Opportunities :

- Department is running career oriented courses like B.Sc(MPCS) and B.Sc (MECS). Students from these courses are getting selected for Multi National Software Companies as
 - Software trainees.
- MPC students are getting more opportunities in public and private sector.
 - Selecting for P.G programs in prestigious institutions.

Challenges :

To improve communication, reading and writing skills for students from rural areas and from Telugu Medium.

Future plans:

- To introduce M.Sc. courses in latest trends.
- To start training centre for short term courses.

Evaluative Report of the Department of Computer Science

1. Name of the Department : Computer Science

2. Year of Establishment : 1998

3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):

UG : B.Sc., Computers with following combinations:

- MPCS – Mathematics, Physics, Computer Science
- MECS – Mathematics, Electronics, Computer Science
- MSCS – Mathematics, Statistics, Computer Science

BCA (Bachelor of Computer Application)

4. Names of Interdisciplinary courses and the departments/units involved :

B.Sc., (MPCS, MECS, MSCS)

B.Com., (Computer Science)

5. Annual/semester/choice based credit system (programme wise):

UG - II & III Year are Annual

- I Year is Semester

6. Participation of the department in the courses offered by other departments:

In Degree education system we have interdisciplinary courses with other departments like Physics, Mathematics, Electronics, Statistics & Commerce subjects. Department deals the different subjects for other courses as mentioned below

Course	Department	Courses & Subjects
B.Com	Commerce	Information Technology, Programming Language in 'C', Database Management Systems, Programming in Java
B.Sc / BBA	All groups of B.Sc/Management	Information Technology and Communication

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: -

M.Sc Course is offered under Distance Education mode as a Recognized Centre of Acharya Nagarjuna University.

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching posts

Post	Sanctioned	Filled
Professors	1	1
Associate Professors	5	5
Assistant Professors	7	7

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M. Phil. etc.,)

S. No.	Name of Faculty	Designation	Qualification	No. of years of Experience	No. of Ph.D. Students Guided for the last 4 years
1	Mr. V.S.N. Kumar	Associate Professor	M.Sc.,M.Tech	15	NA
2	Mr. L.Diwakara Rao	Associate Professor	MCA	14	NA
3	Mr. G. Hemanth Kumar	Professor	MCA,M.Tech., M.Phil	12	NA
4	Mr. U.L.N. Kumar	Assistant Professor	M.Sc., M.Tech	10	NA
5	Mr. M. Janaki RamaRao	Associate Professor	M.Sc., M.Tech	10	NA
6	Mr. G. Naga Srikanth	Associate Professor	MCA	10	NA
7	Mr. N.B.C.S.N. Murthy	Associate Professor	M.Sc.	10	NA
8	Mr. A.Samuel	Assistant Professor	MCA	7	NA
9	Mr. M. Satish Kumar	Assistant Professor	MCA	5	NA
10	Ms. D. Lakshmi Prasanna	Assistant Professor	MCA	5	NA
11	Mr. G.H. Santosh Kumar	Assistant Professor	MCA	4	NA
12	Ms. Santosh Lakshmi	Assistant Professor	MCA	3	NA
13	Mr. N.H. Satish Kumar	Assistant Professor	MCA	1	NA

11. List of senior visiting faculty:

The following are the faculty from different Institutions who delivered Guest Lectures

S. No.	Name of the Faculty	University / College
1	Dr. J.V.R. Murthy	HOD, Department of Computer Science, JNTUK.
2	Dr. G.Sanjeeva Rao	HOD, Dept. of CSE, Sri Sai Aditya Engineering College, Surampalem.
3	Dr. R.V.S. Lalitha	Associate Professor, Dept. of CSE, Sri Sai Aditya Engineering College, Surampalem.
4	Dr. Jaganadha Rao	Ph.D in Parapsychology, Personality Development Trainer.
5	Dr. R.Srinivas	Vice - Principal, Sri Sai Aditya Institute of Science & Technology, Surampalem.
6	Dr. S.Rama Sree	Vice - Principal, Aditya Engineering college, Surampalem.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise) : 30 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Technical staff : 9

Administrative staff : 2

Details are enclosed as **Annexure - I**

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG.

M.Tech : 4

MCA/M.Sc.,: 9

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Yet to receive

18. Research Centre /facility recognized by the University :

The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre.

19. Publications:

- **Publication per faculty :**
- **Number of papers published in peer reviewed journals (National / International) by faculty and students : 10**

Publications per Faculty

S. No.	Name of the Faculty	Designation	No. of Research Publications
1	Mr. G. Naga Srikanth	Associate Professor	1
2	Mr. M. Janaki Rama Rao	Associate Professor	1
3	Mr. G. Hemanth Kumar	Associate Professor	1
4	Mr. A.Samuel	Assistant Professor	1
5	Ms.D.Lakshmi Prasanna	Assistant Professor	5
6	Mr. M. Satish Kumar	Assistant Professor	1

Details are enclosed as **Annexure - II**

20. Areas of consultancy and income generated :

S. No.	Academic Year	Amount received
1	2011-2012	18,000/-
2	2012-2013	20,000/-
3	2013-2014	30,000/-
4.	2014-2015	22,000/-
5.	2015-2016	22,000/-

Details are enclosed as **Annexure - VIII**

21. Faculty as members in

a) **National committees b) International Committees c) Editorial Boards : Nil**

22. Student Projects

a) **Percentage of students who have done in-house projects including inter departmental / programme : 100 %**

S. No.	Academic Year	Total Number of Project Batches	No. of In-House Projects	% of In-House Projects
1	2015-2016	8	8	100%
2	2014-2015	5	5	100%
3	2013-2014	4	4	100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies – Nil

23. Awards / Recognitions received by Faculty and Students: :

Students from the department of computer science have secured many ranks in University examinations in all the four academic years.

Details are enclosed as **Annexure - XII**

24. List of eminent academicians and scientists / visitors to the Department

S. No.	Name	Organization
1	Dr. K.V.S.G.Murali Krishna	JNTUK, Kakinada.
2	Dr. J.V.R. Murthy	JNTUK, Kakinada.
3	Mr. Satya Thopalli	HR Manager, Tech Mahindra
4	Dr. G.Naga Satish	Associate Professor, Ideal PG College, Kakinada.
5	Mr. Godavarthy Vamsi	HR Manager, iGate.
6	Mr. Rebeesh Raveendran	Location Campus Manager, Wipro Ltd, Hyd.
7	Mr. Shaik Ahmed Alisha	Associate Lead, Infosys.
8	Mr. Dharmaji Gandham	Manager, Campus Recruitment, Global Talent Track Pvt. Ltd.
9	Mr. Samuel Jacob	HR Manager, TCS BPO.
10	Dr.M.Ramesh	Genee Softwares, Hyderabad.
11	Mr.Hanuman Guntupally	Microsoft Certified Trainer

25. Seminars / Conferences / Workshops organized & the source of funding

The department has organized many programmes funded by the management.

Academic Year	No. of Programmes Organized	Source of Funding
2011-12	3	Management
2012-13	5	Management
2013-14	1	Management
2014-15	3	Management
2015-16	1	Management

The Details are enclosed as **Annexure – IV.**

26. Student profile Programme / Course wise :

Name of the Course / Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
2014-15					
BCA	75	68	50	18	72%
B.Sc.(MPCS)	139	107	67	40	64%
B.Sc.(MSCS)	125	100	81	19	68%
B.Sc.(MECS)	70	51	27	24	67%
B.Com	105	96	76	20	79%
2013-14					
BCA	60	47	37	10	65%
B.Sc.(MPCS)	102	86	55	31	65%
B.Sc.(MSCS)	45	32	12	20	72%
B.Sc.(MECS)	90	66	50	16	73%
B.Com	98	84	68	16	64%
2012-2013					
BCA	35	29	20	9	72%
B.Sc.(MPCS)	60	47	31	10	71%
B.Sc.(MSCS)	20	15	10	5	60%
B.Sc.(MECS)	70	54	48	6	63%
B.Com	105	99	82	17	72%
2011-2012					
BCA	50	40	30	10	61%
B.Sc.(MPCS)	70	55	27	28	60%
B.Sc.(MSCS)	30	18	16	2	67%
B.Sc.(MECS)	50	35	35	0	56%
B.Com	85	74	66	8	65%

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
BCA	100%	Nil	Nil
B.Sc.(MPCS)	100%	Nil	Nil
B.Sc.(MSCS)	100%	Nil	Nil
B.Sc.(MECS)	100%	Nil	Nil
B.Com	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Nil

29. Student progression

Student Progression	2014-15	2013-14	2012-13
UG to PG	20%	20%	20%
PG to M.Phil	-	-	-
PG to Ph.D.	-	-	-
Ph.D. to Post-Doctoral	-	-	-
Employed			
• Campus Selection	62%	53%	48%
• Other than Campus recruitment	10%	12%	10%
Entrepreneurship/Self-employment	5%	6%	6%

30. Details of Infrastructural facilities

- a) **Library** : Central Library
No. of Titles available : 1000
No. of Books available : 3900

b) **Internet facilities for Staff & Students** : Yes, The Department of Computer Science consists of a Centralized computing facility with 120 computer systems with 10Mbps internet facility and also we have digital library for students & Staff with all latest software packages and internet connectivity.

- c) **Class rooms with ICT facility** : 6 Rooms

- d) **Laboratories** : 4
Number of Computers : 170
Specifications : Dual Core processor, 1GB, 2GB RAM, 250Gb HDD

31. Number of students receiving financial assistance from college, university, government or other agencies

The following table shows the details of scholarships sanctioned to the students of various categories by Govt. of A.P. During the Academic years 2011-12, 2012-13, 2013-14, 2014-15

S. No.	Group	2012-2013	2013-2014	2014-2015	Total
1	BCA	47	57	68	172
2	B.Sc (MPCS)	103	98	157	358
3	B.Sc. (MECS)	92	82	124	298
4	B.Sc (MSCS)	27	29	54	110

College also provides financial assistance to the meritorious students in the form of concession according to the percentage in the intermediate exam.

The details are given below year wise :

S. No.	Group	2011-2012	2012-2013	2013-2014	2014-2015	Total
1	BCA	29	25	39	42	135
2	B.Sc (MPCS)	51	53	84	100	288
3	B.Sc. (MECS)	32	61	57	91	241
4	B.Sc (MSCS)	17	17	32	51	117

Details are enclosed as **Annexure – IX**

32. Details on student enrichment Programmes (special lectures / workshops / seminar) with external experts

Special lecturers are arranged by professors and research scholars from other Premier Institute and Industry Professionals as mentioned below:

S. No.	Academic Year	No. of Special Lecture / Seminars organized
1.	2012-2013	1
2.	2013-2014	1
3.	2014-2015	1
4.	2015-2016	2

Details are enclosed as **Annexure - IV**

33. Teaching methods adopted to improve student learning

- Apart from regular chalk and talk, Extensive usage of ICT- LCD, OHP and screening of videos / documentaries in relation to the subject taught
- **Assignments** : Assignments on certain topics with the help of internet and books helps the students to learn better and enrich their creative writing. This exercise helps them to develop their writing skills.
- **Group discussions** : To give away their shyness and develop communication skills in students group discussions are promoted in the class so that all the students participate in the teaching learning process
- **Participation in Seminars and workshops** : Students are motivated to participate in seminars and workshops in order to better and higher learning
- Extra efforts are put by the staff members towards slow learners by taking personal care, clearing their doubts. To improve their performance in exams tests are conducted daily during lunch hours and after college hours
- Certain topics are explained by demonstrating programs practically, so that the students can understand those topics easily. Students are encouraged to prepare and do programs on their own.
- Class room seminars by the students are conducted so that they will not have stage fear
- The notes and power point presentation of courses taught by teachers are available to the students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Students of the department are involved in doing services to the needy under NSS project such as blood donation, teaching to students of backward areas, Plantation of trees, organizing awareness programmes in local villages.

Details are enclosed as **Annexure – VI**

35. SWOC analysis of the department and future plans

Strengths :

- Qualified, competent and dedicated faculty.
- Curriculum ensures job oriented and creative course.
- ICT based teaching – learning (topics related to the exercises of computers).
- Best infrastructure available.
- Well equipped laboratories .

Weaknesses :

- Non availability of doctorate faculty.
- Inadequate research by faculty.

Opportunities :

- Highly opted courses by students since knowledge of computer has become part of human life.
- More employment opportunities.
- Scope for higher studies in India and Abroad.

Challenges :

- Heavy competition as more number of colleges are established in the district.
- Lack of language proficiency among the students.

Future Plans :

- To recruit faculty with Ph.D qualification.
- To undertake research projects.
- To increase number of industrial projects (Live projects).

Evaluative Report of the Department of Chemistry

- 1. Name of the Department** : Department of Chemistry
- 2. Year of Establishment** : UG Courses : 1998 PG Courses : 2003
- 3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters: Integrated Ph.D., etc.) :** UG and PG
- Courses Offered** : UG : B.Sc. (MPC)
B.Sc. (BBC)
B.Sc. (MBC)
- PG : M.Sc. (Organic Chemistry)
M.Sc. (Analytical Chemistry)

4. Names of Interdisciplinary Courses and the departments/units involved:

As Per the curriculum, UG courses are under common core scheme. Our department is involved in teaching students of Life Science, Mathematical Sciences and Physical Sciences.

5. Annual/semester/choice based credit system (Programme wise)

UG - II & III Year - Annual
- I Year - Semester
PG - Semester

6. Participation of the department in the courses offered by other Departments :

Our Department is involved in dealing Instrumental Analysis paper to M.Sc., Micro-Biology and M.Sc., Bio-Chemistry students.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.,

B.Sc & M.Sc., Chemistry under Acharya Nagarjuna University, as a recognized Centre for Distance Education

8. Details of courses/programmes discontinued (if any) with reasons: Nil

9. Number of Teaching Posts:

Post	Sanctioned	Filled
Professors	01	01
Associate Professors	03	03
Assistant Professors	12	12

10. Faculty Profile with name, qualification, designation, specialization, (D.Sc./ D.Litt. /Ph.D./M.Phill. etc.,)

S. No	Faculty Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
1	Mr.M. Sudhakar	M.Sc., M.Phill	Professor	Physical Chemistry	34	NA
2	Ms.S.Sarada Devi	M.Sc.,	Associate Professor	Organic Chemistry	21	NA
3	Mr.U.Sita Ram	M.Sc.,	Associate Professor	Organic Chemistry	14	NA
4	Mr. M.D.V. Prasada Rao	M.Sc.,	Associate Professor	Organic Chemistry	13	NA
5	Mr. V.Raju	M.Sc.,	Assistant Professor	Organic Chemistry	3	NA
6	Ms. K.Rama Lakshmi	M.Sc.,	Assistant Professor	Organic Chemistry	1	NA
7	Ms.K.Saritha	M.Sc., B.Ed	Assistant Professor	Organic Chemistry	3	NA
8	Ms.M.Revathi	M.Sc.,	Assistant Professor	Organic Chemistry	1	NA
9	Ms.L.Nagamani	M.Sc., B.Ed	Assistant Professor	Organic Chemistry	4	NA
10	Mr.B.Obul Reddy	M.Sc	Assistant Professor	Organic Chemistry	4	NA
11	Mr.K.Kasi	M.Sc., B.Ed	Assistant Professor	Organic Chemistry	6	NA
12	Mr.K.Nagu	M.Sc.,	Assistant Professor	Analytical Chemistry	6	NA
13	Mr.K.Suresh Kumar	M.Sc.,	Assistant Professor	Organic Chemistry	9	NA
14	Ms.A.Chandravathi	M.Sc.,	Assistant Professor	Physical Chemistry	4	NA
15	Mr.A.Lakshmi Naidu	M.Sc.,	Assistant Professor	Organic Chemistry	6	NA
16	Mr.K.Venkatesh	M.Sc.,B.Ed,	Assistant Professor	Analytical Chemistry	5	NA

11. List of senior visiting faculty : Dr. T. Satyanarayana, HOD, Department of Chemistry, Ideal College of Arts and Sciences, Kakinada dealt with part of paper, titled Separation Methods for M.Sc., Analytical Chemistry in the academic years 2011-12, 2012-2013, 2013-2014.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil

13. Student teacher ratio (Programme wise) : UG: 30:1 PG: 12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled.

Post	Sanctioned	Filled
Technical staff	08	08
Administrative staff	02	02

Details are enclosed as **Annexure - I**

15. Qualification of teaching faculty with DSc, / D.Litt / Ph.D. / M.Phil. / PG:

- Number of teaching faculty with PG & M. Phill: 01
- Number of teaching faculty with PG & B.Ed.: 04
- Number of teaching faculty with PG: 11

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc., and total grants received: Yet to receive

18. Research Centre/facility recognized by the university: The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre.

19. Publications : a. Publication per faculty - Nil

b. Number of papers published in peer reviewed journals (national/international) by faculty and students : Yet to Publish

c. Number of publications listed in International Database (For Eg. Web of science, scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : Yet to Publish

20. Areas of Consultancy and income generated:

S. No.	Academic Year	Amount received
1	2011-2012	8000/-
2	2012-2013	5000/-
3	2013-2014	7000/-
4	2014-2015	6000/-
5.	2015-2016	4000/-

Details are enclosed as **Annexure – VIII**

21. Faculty as members in

a) National Committees b) International Committees c) Editorial boards **Nil**

22. Student Projects**a) Percentage of students who have done in-house projects including inter departmental/programme :**

Our college is affiliated to Adikavi Nannaya University & Project Work is not included in the University Curriculum, In spite of that we are encouraging the interested students towards doing projects to enhance their research orientation. 52% Students of final Year B.Sc., Programme are doing in house Projects on the burning topics in chemistry.

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ industry/ Other agencies : Nil

23. Awards/ Recognitions received by faculty and students : Students of the department of chemistry have secured many ranks in University examinations in all the four academic years.

Details are enclosed as **Annexure - XII**

24. List of eminent academicians and scientists/visitors to the Department:

S. No.	Academic Year	Date	Name of Visitor
1.	2011-2012	12-11-2011	Prof. Y.L.N. Murthy, Department of Organic Chemistry, Andhra University, Visakhapatnam.
2.	2011-2012	06-02-2012	Dr.V.Srinivasa Rao, Macleods Pharmaceuticals, Mumbai.
3.	2012-2013	08-09-2012	Prof. G. Nageswara Rao, Department of Inorganic & Analytical Chemistry, Andhra University, Visakhapatnam.
4.	2012-2013	25-01-2013	Mr. P. Trinadha Raja, SRF, IGCAR, Kalpakam
5.	2013-2014	14-12-2013	Prof. N.Someswara Rao, Department of Analytical Chemistry, Andhra University, Visakhapatnam.
6.	2013-2014	10-01-2014	Mr. T.H.V.Prasad, Research Fellow, IISER, Tiruvananthapuram.
7.	2014-2015	13-09-2014	Dr. B.Jagan Mohan Reddy, Department of Chemistry, Adikavi Nannaya University, Rajahmundry.
8.	2014-2015	28-02-2015	Dr. M.M.Pacha, Department of Chemistry, P.R. Govt.(A) College, Kakinada.

25. Seminars/Conferences/Workshops organized & the source of funding

The college have organized many seminars and workshops funded by the management.

S. No.	Academic Year	No. of Programmes organized	Source of Funding
1.	2011-2012	2	Management
2.	2012-2013	2	Management
3.	2013-2014	2	Management
4.	2014-2015	2	Management

The details are available in **Annexure – IV**.

26. Student Profile programme/course wise :

2014-2015					
Name of the course / Programme	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (MPC)	39	39	35	4	68%
B.Sc (BBC)	33	33	17	16	78%
B.Sc (MBC)	16	16	9	7	93%
M.Sc Organic Chemistry	28	28	24	4	81.48%
M.Sc Analytical Chemistry	21	21	14	7	50%
2013- 2014					
Name of the course / Programme	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (MPC)	40	40	40	0	68%
B.Sc (BBC)	25	25	13	12	57%
B.Sc (MBC)	7	7	5	2	58%
M.Sc Organic Chemistry	34	34	23	11	67.64%
M.Sc Analytical Chemistry	Nil	Nil	Nil	Nil	Nil
2012-2013					
Name of the course / Programme	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (MPC)	30	30	28	2	73%
B.Sc (BBC)	21	21	14	7	71%
B.Sc (MBC)	Nil	Nil	Nil	Nil	Nil
M.Sc Organic Chemistry	29	29	22	7	51.10%
M.Sc Analytical Chemistry	7	7	6	1	56.20%
2011-2012					
Name of the course / Programme	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (MPC)	28	28	27	1	70%
B.Sc (BBC)	15	15	9	6	77%
B.Sc (MBC)	Nil	Nil	Nil	Nil	Nil
M.Sc Organic Chemistry	29	29	20	9	68.90%
M.Sc Analytical Chemistry	11	11	8	3	63.60%

27. Diversity of Students :

Name of the course	No. of students from the same state	No. of students from the other state	No. of students from abroad
B.Sc (MPC)	137	Nil	Nil
B.Sc (BBC)	93	Nil	01
B.Sc (MBC)	22	01	Nil
M.Sc Organic Chemistry	120	Nil	Nil
M.Sc Analytical Chemistry	39	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, CIVIL Services, Defense Services etc., : Nil

29. Student Progression :

Student progression	Against % enrolled		
	2012-2013	2013-2014	2014-2015
UG to PG	42%	59%	58%
PG to M.Phil	Nil	Nil	Nil
PG to Ph.D.	0%	0%	0%
Ph.D. To Post Doctoral	Nil	Nil	Nil
No. of students employed in Campus Selection	77.84%	54.68%	69.65%
Entrepreneurship/Self - Employment	Nil	Nil	Nil

30. Details of Infrastructural facilities

a) **Library** : We are having a modern library comprising of 1223 text books and reference books with 378 titles available for students and staff.

b) **Internet facility for staff and students** : Internet facility for staff and students from 8:00am to 6:00pm on all working days in the digital library.

c) **Class rooms with ICT facility** : We have 13 well infrastructure class rooms with provision of ICT facility.

d) **Laboratories** : Department is having well equipped 06 laboratories and one Balance Room.

S.No.	Name of the Lab	UG/PG	Adequacy of Equipment
1	Instrumentation Lab	UG/PG	Adequate
2	Inorganic Chemistry Lab	UG/PG	Adequate
3	Organic Chemistry Lab-1	UG/PG	Adequate
4	Organic Chemistry Lab-2	UG/PG	Adequate
5	Physical Chemistry lab	UG/PG	Adequate
6	Chemistry Lab	UG	Adequate
7	Balance Room	UG/PG	Adequate

31. Number of students receiving financial assistance from college, university, government or other agencies :

List of number of students receiving scholarships from government of Andhra Pradesh.

Course	2012-2013	2013-2014	2014-2015	Total
B.Sc (MPC)	48	60	71	179
B.Sc (BBC)	15	22	37	74
B.Sc (MBC)	0	4	10	13
M.Sc Organic Chemistry	51	51	54	156
M.Sc Analytical Chemistry	13	4	19	36
Total	127	141	189	457

Our college is offering fee concessions to merit students who got above 90% of marks in their previous qualifying examinations.

Course	2012-2013	2013-2014	2014-2015	Total
B.Sc (MPC)	34	38	39	111
B.Sc (BBC)	23	24	31	78
B.Sc (MBC)	Nil	7	14	21

Details are enclosed on **Annexure - IX**

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts :

Industrial visits are organized to give students first hand experience.

S. No.	Academic year	Industry visited	No. of students visited the Industry
1.	2011-2012	NFCL, Kakinada.	60
2.	2012-2013	Horlicks Factory, Rajahmundry.	48
3.	2013-2014	KPR Fertilizers, Bikkavolu.	60
4.	2014-2015	Artos, Ramachandrapuram.	60

Special lecturers are arranged by professors of Andhra University, research scholars of various institutes, industry professionals.

S. No.	Academic Year	No. of Special Lecture/Seminars organized
1.	2011-2012	2
2.	2012-2013	2
3.	2013-2014	2
4.	2014-2015	2

Details are available in **Annexure - IV**

33. Teaching methods adopted to improve student learning.

- **Assignments:** Assignments on certain topics with the help of Internet and books helps the students to learn better and enrich their creative writing. This exercise helps them to develop their writing skills.
- **Group discussions:** To give away their shyness and develop communication skills in students group discussions are promoted in the class so that all the students participate in the teaching learning process.
- **Participation in Seminars and Workshops:** Students are motivated to participate in seminars and workshops in order to better and higher learning.
- **Extra efforts** are put by the staff members towards slow learners by taking personal care, clearing their doubts. To improve their performance in exams tests are conducted daily during lunch hours and after college hours. Certain topics are explained by using molecular models

and by demonstrating experiments practically, so that the students can understand those topics easily. Students are encouraged to prepare charts and models which are used as teaching aids.

- Class room seminars by the students are conducted so that they will not have stage fear. The notes and power point presentation of courses taught by teachers are available to the students. Students are taught using audio-visual aids like Over Head Projectors, LCD projectors.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Students of the department are involved in doing services to the needy under NSS project such as blood donation, teaching to students of backward areas, Plantation of trees, organizing awareness programmes in local villages.

Details are enclosed in **Annexure – VI**

35. SWOC analysis of the department and future plans.

Strengths :

- Qualified, competent and dedicated faculty.
- Job oriented curriculum.
- Best infrastructure available.
- Six well equipped laboratories.
- Extension lectures by experts, Educational trips, seminars and symposia.

Weaknesses :

- Research activity by faculty is not adequate.

Opportunities :

- As Kakinada is selected as smart city by central government, we have ample opportunities in the field of employment & research.
- Linkages with Industries in the wake of education sector/ globalization.
- More opportunities in India & abroad for further studies, research, in the field of Textile, Medical, Laboratories etc., scope for higher education.
- Employment opportunities in various multinational companies/ State/Central Sector Organizations.
- To become entrepreneurs.

Challenges :

- Grooming students from rural areas with Telugu medium background.
- To motivate the students towards the new trends of chemistry like Nano technology, Green chemistry etc.
- To enrich the students with job based knowledge.

Future plans:

- To undertake research Projects.
- We are planning to introduce Career Oriented Programmes like Diploma Courses in Spectro chemical analysis & Petroleum Chemistry.

Evaluative Report of the Department of Life Sciences

1. Name of the Department : Life Sciences

2. Year of Establishment : U.G 1998
P.G (Biochemistry 2007) (Micro Biology 2006)

3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

Courses Offered for U.G : B.Sc (BBC)

B.Sc (MBC)

Courses Offered for P.G : M.Sc (Bio-Chemistry)

M.Sc (Micro Biology)

4. Names of Interdisciplinary courses and the departments/units involved

U.G : B.Sc Biotechnology ,Biochemistry, Microbiology and Chemistry

P.G : M.Sc (Biochemistry , Micro Biology)

5. Annual/semester/choice based credit system (Programme wise)

UG - II & III Year are Annual

- I Year is Semester

6. Participation of the department in the courses offered by other departments

Chemistry Department -, M.Sc, Organic Chemistry . For IV sem –Bio Molecules

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

As a recognized study centre of Acharya Nagarjuna University, Centre for Distance Education, offering M.Sc , Microbiology

8. Details of courses/programmes discontinued (if any) with reasons : Nil

9. Number of Teaching Posts

Post	Sanctioned	Filled
Professors	4	4
Associate Professors	2	2
Asst. Professors	12	12

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M. Phil. etc.,)

S. No.	Faculty name	Academic Qualification	Designation	Specialization	No. of years exp.	No. of Ph.D Students Guided for last 4 years
1	Dr. A.Mani Prakash	M.Sc ,Ph.D	Professor	Micro Biology	16	Nil
2	Mr. G. Rajkumar	M.Sc, MPhil., M.Ed, (Ph.D)	Professor	Bio Technology	14	NA
3	Dr. K Krishan Chaitanya	M.Sc, Ph.D	Professor	Micro Biology	8	Nil
4	Dr.Goremastan Shaik	M.Sc, Ph.D	Professor	Bio Technology	1	Nil
5	Mr. S V N Suresh Kumar	M.Sc(Ph.D)	Associate Professor	Bio Chemistry	14	NA
6	Ms. T.Swarna Latha	M.Sc	Associate Professor	Bio Chemistry	10	NA
7	Ms. B. Aruna	M.Sc B.Ed	Assistant Professor	Bio Technology	7	NA
8	Ms Madhavi Ratna Priya	M.Sc	Assistant Professor	Micro Biology	7	NA
9	Mr V. Naga Raju	M.Sc	Assistant Professor	Bio Technology	6	NA
10	Ms B L Madhavi	M.Sc	Assistant Professor	Micro Biology	5	NA
11	Mr V Anil	M.Sc (B Ed)	Assistant Professor	Micro Biology	4	NA
12	Ms P. Felicity	M.Sc	Assistant Professor	Bio Chemistry	3	NA
13	Mr Ch. Krishna Pradeep	M.Sc	Assistant Professor	Bio Technology	3	NA
14	Ms L. Rani	M.Sc	Assistant Professor	Bio Chemistry	1	NA
15	Ms M. Alekhya	M.Sc	Assistant Professor	Bio Chemistry	1	NA
16	Mr. D Santosh	M.Sc	Assistant Professor	Bio Chemistry	1	NA
17	Mr. K. Gowtham	M.Sc	Assistant Professor	Bio Chemistry	1	NA
18	Ms.D.Sri. Chandi	M.Sc	Assistant Professor	Bio Chemistry	1	NA

11. List of senior visiting faculty :

The following are the guest lecturers delivered by senior visiting faculty at the college

S. No.	Name	Organization
1	Prof. D.Siva Prasad, Dept.of Biochem.	Andhra University, Visakhapatnam.
2	Prof . U.S.N. Murthy , Director grade scientist, Dept.of Biology.	Indian Institute of Chemical Sciences, Hyderabad.
3	Prof.K.R.S. Sambasiva Rao, Dept .of Biotechnology.	Acharya Nagarjuna University, Guntur.
4	Dr. M.Rama Rao, Dept.of Biochemistry.	GITAM University, Visakhapatnam.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil**13. Student -Teacher Ratio (programme wise)**

UG - 30 :1

PG - 10:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

S.No.	Supporting Staff	Sanctioned	Filled
1	Academic (Technical)	5	5
2	Administrative Support	2	2

Details are enclosed as **Annexure –I**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Ph.D : 03

M.Phil : 01

PG : 14

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Yet to receive****18. Research Centre/facility recognized by the University**

The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre. The college posses all required infrastructure for doing research work and also accept consultancy to offer solutions for their problems referred by industries/other agencies.

19. Publications : 26

S. No	Name of the Faculty	Designation	Subject	National Journals	International Journals	Total
1	Dr.Goremastan Shaik	Professor	Bio Technology		13	13
2	Mr.G.Raj Kumar	Professor	Bio Technology		3	3
3	Dr. A.Mani Prakash	Professor	Microbiology		3	3
4	Mr.K.Krishna Chaitanya	Professor	Microbiology		5	5
5	Mr.S.V.N.Suresh Kumar	Associate Professor	Bio Chemistry	1	1	2

Details are enclosed as **Annexure – II**

20. Areas of Consultancy and Income generated :

S. No	Academic year	Income generated
1	2011-2012	14,000/-
2	2012-2013	15,000/-
3	2013-2014	22,000/-
4	2014-2015	21,000/-
5	2015-2016	8,000/-

Details enclosed in **Annexure – VIII**

21. Faculty as members in National/International/Editorial Boards : Nil**22. Student projects**

- Percentage of students who have done in-house projects including inter departmental/ Programme : 100% for final year students
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies 50 % of M.Sc students

23. Awards/Recognitions received by faculty and students :

G.Satya sree (III BBC) got Prathibha Award for year 2015 from Govt. AP
Students have secured many ranks in University Exams in all the 4 years.
Details are enclosed as **Annexure - XII**

24. List of eminent Academicians and Scientists/Visitors to the Department

S. No.	Name	Organization
1	Prof. B.C.Chowdary	Sr. Advisor, Wildlife Trust India, Noida.
2	Dr. P.Sathiya Selvam	Conservation Biologist, EGREE Foundation, Kakinada.
2	Dr. K.Thulasi Rao	Advisor, State Project co-ordinator, EGREE Foundation, Kakinada.
3	Prof. D.Siva Prasad	Dept.of Bio.Chemistry, Andhra University, Visakhapatnam.
4	Prof .U.S.N.Murthy	Director Grade Scientist. Dept. of Biology, Indian Institute of Chemical Sciences, Hyderabad.
5	Prof.K.R.S. Sambasiva Rao	Dept.of Biotechnology, Acharya Nagarjuna University, Guntur.
6	Dr. M.Rama Rao	Dept of Biochemistry., GITAM University, Visakhapatnam.

25. Seminars/Conferences/Workshops Organized & the source of funding

a) National : 08 b) International : Nil

The department has organized the following programs which are funded by the management

S. No.	Academic Year	No. of Programmes Organized	Source of Funding
1.	2011-2012	2	Management
2.	2012-2013	2	Management
3.	2013-2014	1	Management
4.	2014-2015	2	Management
5.	2015-2016	1	Management

Details enclosed in Annexure – IV

26. Student profile programme/course wise :

2014-15					
Name of the Course / Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (BBC)	39	33	17	16	78%
B.Sc (MBC)	16	16	9	7	93%
M.Sc Biochemistry	-	18	5	13	100%
M.Sc Microbiology	-	13	4	9	100%
2013-14					
Name of the Course / Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (BBC)	29	25	13	12	57%
B.Sc (MBC)	9	7	5	2	100%
M.Sc Biochemistry	-	8	4	4	100%
2012-13					
Name of the Course / Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (BBC)	25	21	7	14	73%
M.Sc Microbiology	-	5	2	3	100%
M.Sc Biochemistry	-	9	3	6	100%
2011-12					
Name of the Course / Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc (BBC)	19	15	9	6	77%
M.Sc Microbiology	-	8	2	6	100%
M.Sc Biochemistry	-	21	5	16	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc (BBC)	99	Nil	1
B.Sc (MBC)	95	5	Nil
M.Sc Bio Chemistry	100	Nil	Nil
M.Sc Microbiology	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

V. Sravani, M.Sc, Bio Chemistry (2010 -2012) cleared CSIR - NET

29. Student Progression

Student Progression	Against % Enrolled
UG to PG	15%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed	
• Campus selection	50%
• Other than campus recruitment	20%
Entrepreneurship/Self-employment	5%

30. Details of Infrastructural facilities

a) **Library** : No of titles in Central library : 337 No of Volumes in Central library : 1889
No. of Journals : 03

b) Internet facilities for Staff & Students : Yes. Wi fi with 10 Mbps

c) Class rooms with ICT facility: 05 class rooms with provision to use ICT facility, LCD & OHP

d) Laboratories : 05

S. No.	Name of the lab	No of experiments in curriculum	No. of experiments conducting	Major equipment available
1	Biochemistry Lab 1	45	45	Photo electric colorimeters , P ^H meters Incubator Hot air oven
2	Biochemistry Lab 2	50	50	UV- Visible spectro photometer, Calorimeters, Laminar air flow chamber, Hi-speed centrifuge , muffle furnace
3	Biotechnology lab	40	40	Laminar air flow chamber, Calorimeters, PH meters, Incubator, Hot air oven
4	Microbiology Lab1	40	40	Laminar air flow chamber, Calorimeters, PH meters, Incubator, Hot air oven
5	Microbiology Lab2	30	30	Calorimeters, PH meters, Incubator, Hot air oven, Rotary shaker, Defreeze

31. Number of students receiving financial assistance from college, university, government or other agencies :

The following are the details of the Scholarships received from State government

List of Number of Students receiving Scholarships from Government of Andhra Pradesh.

Course	2012-2013	2013-2014	2014-2015	Total
B.Sc (BBC)	15	22	36	73
B.Sc (MBC)	0	4	9	13
M.Sc(BioChemistry)	1	5	6	12
M.Sc(Microbiology)	3	3	Nil	15
Total	19	34	51	112

Our college is offering fee concessions to merit students based on marks in their previous qualifying examinations.

Course	2012-2013	2013-2014	2014-2015	Total
B.Sc (BBC)	23	24	31	78
B.Sc (MBC)	Nil	7	14	21

Details are enclosed as **Annexure - IX**

32. Details on student enrichment programmes (special lectures/workshops seminar) with external experts

Special lecturers are arranged by professors and research scholars from other Premier Institutes and industry professionals as mentioned below:

S. No.	Academic Year	No. of Programmes Organized
1.	2011-2012	2
2.	2012-2013	2
3.	2013-2014	1
4.	2014-2015	2
5.	2015-2016	1

Details are enclosed as **Annexure - IV**

33. Teaching methods adopted to improve student learning.

- Apart from regular chalk and talk, Extensive usage of ICT- LCD, OHP, and Screening of videos/documentaries in relation to the subject taught
- **Assignments:** Assignments on certain topics with the help of Internet and books helps the students to learn better and enrich their creative writing. This exercise helps them to develop their writing skills.
- **Group Discussions:** To give away their shyness and develop communication skills in students group discussions are promoted in the class so that all the students participate in the teaching learning process.
- **Participation in Seminars and Workshops:** Students are motivated to participate in seminars and workshops in order to better and higher learning.

- Extra efforts are put by the staff members towards slow learners by taking personal care, clearing their doubts. To improve their performance in exams tests are conducted daily during lunch hours and after college hours.
- Certain topics are explained by using molecular models and by demonstrating experiments practically, so that the students can understand those topics easily. Students are encouraged to prepare charts and models which are used as teaching aids.
- Class room seminars by the students are conducted so that they will not have stage fear.
- The notes and power point presentation of courses taught by teachers are available to the students.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- Students of the department are involved in doing services to the needy under NSS project such as blood donation, teaching to students of backward areas, Plantation of trees, organizing awareness programmes in local villages.

Details are enclosed on **Annexure - VI**

35. SWOC analysis of the department and Future plans.

Strengths :

- Qualified, competent and dedicated faculty.
- Curriculum ensures Maximum job oriented and creative course.
- ICT based teaching – learning (topics related to Life Science).
- Best infrastructure facility.
- Well equipped laboratories.
- Extension lectures by experts, Educational trips, seminars and symposia.

Weaknesses :

- Research activity by faculty is not adequate.

Opportunities :

- Linkages with Industries in the wake of education sector/ globalization.
- More opportunities in abroad for further studies, research in the field of Textile, Medical, Laboratories etc., and scope for higher education.
- Entrepreneurship opportunities in various multinational companies.
- Job opportunities in State and Central Government.
- Motivation and support for personal professional growth.

Challenges :

- Grooming students from rural areas with Telugu medium background.
- To motivate the students towards the new trends in Biology like Molecular technology, Culture Methods etc.
- To enrich the students with job based knowledge.

Future Plans :

- To improve research activity and to undertake research projects.
- To establish incubation centre for life sciences students.
- To motivate P.G. students to get more number of JRFs from various organizations like CSIR, ICMR , TFR etc.

Evaluative Report of the Department of Commerce

1. **Name of the Department :** Commerce
2. **Year of Establishment :** 1998
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) :** U.G. Course - B.Com
4. **Names of Interdisciplinary courses and the departments / units involved :** Computers, Economics and Management
5. **Annual/semester/choice based credit system (programme wise):**

Programme of Study	Description
B.Com	I Year- Semester II and III Year-Annual

6. **Participation of the department in the courses offered by other Departments:**

Department	Course	Subjects offered
Management	BBA	Financial Accounting
	BBM	Financial Accounting, Cost and Management Accounting

7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** Nil
8. **Details of courses/programmes discontinued (if any) with reasons :** Nil
9. **Number of Teaching posts**

Post	Sanctioned	Filled
Professors	3	3
Associate Professors	1	1
Assistant Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M. Phil. etc.,)

S. No.	Name of the Faculty	Qualification	No. of years of experience	Designation	Specialization
1	Dr.G.V.S.Nageswara Rao	M.Com.,M.Phil, Ph.D.	24	Professor	Commerce
2	Mr.P.V.V.S.V.Prasad	M.Com	20	Associate Professor	Commerce
3	Mr.S.A.G. Ansarali	M.Com,MBA, M.Phil., BL	18	Professor	Accounts
4	Mr.P.S.BalaRam	M.Com., MBA, M.Phil, PGDFM	10	Professor	Accounts and Finance
5	Ms. S. Suma	M.Com., MBA, (Ph.D.)	6	Assistant Professor	HRM

11. List of senior visiting faculty :

The following faculty have delivered guest lectures for the students of the Department.

S. No.	Name of the Faculty	University / College
1	Dr.G.Srinivasa Rao	HOD, Dept. of MBA, Samatha P.G. College, Visakhapatnam.
2	Dr.B.Kuberudu	Professor, A.U. P. G. Center, Kakinada.

12. Percentage of lectures delivered and practical classes handled (programme-wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme-wise): 30:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

S. No.	No. of Persons	Designation
1	1	Computer Lab Assistant
2	1	Office Assistant
3	1	Attender
4	1	Aya

Details are enclosed as **Annexure - I**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:

Number of Teaching Faculty with Ph.D - 1

Number of Teaching Faculty with P.G & M.Phil – 2

Number of Teaching Faculty with P.G. – 2

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Yet to be received**

18. Research Centre /facility recognized by the University: The affiliated University - Adikavi Nannaya University does not have facility of recognized research centre.

19. Publications:**a) Publications per faculty**

S. No.	Name of the Faculty	Designation	No. of Research Publications
1	Dr.G.V.S.Nageswara Rao	Professor	1
2	Mr. P.S. BalaRam	Associate Professor	4
3	Mr. S.A.G. Ansarali	Associate Professor	1
4	Ms. S. Suma	Assistant Professor	2

Details are enclosed as **Annexure - II**

20. Areas of consultancy and income generated:

S. No.	Academic Year	Income Generated
1	2011-12	Rs.20000/-
2	2012-13	Rs.26000/-
3	2013-14	Rs.32000/-
4	2014-15	Rs.35000/-
5.	2015-2016	Rs. 35000/-

Details are enclosed as **Annexure - VIII.**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards : Nil

22. Student Projects

a) **Percentage of students who have done in-house projects including inter departmental / programme:** Not Applicable.

b) **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies:** When the College was under the affiliation of Andhra University, there was an On-Job-Training for B.Com Final Year students, consists of 100 marks. Upto 2013, nearly 200 students have done the project work. But after 2014, as the college is under the affiliation of Adikavi Nannaya University, there is no such Project work for B.Com Students.

23. Awards/Recognitions received by faculty and students:

S. No.	Name of the Student	Event Name	Organiser	Position
1	P. Venkata Ramanacharyulu	Chess Competitions	VSL Degree College, Kakinada.	First
2	P. Venkata Ramanacharyulu	Chess Competitions	East Godavari District Chess Association	First
3	P. Venkata Ramanacharyulu	Vedic Scripture	Endowment Department	First

Students have also secured ranks in university examinations.

Details are enclosed as **Annexure - XII**

24. List of eminent academicians and scientists/visitors to the department:

Sri. G. Srinivasa Rao, (Department of Commerce, Narsipatnam) an eminent academician visited our college and has delivered Guest Lectures.

25. Seminars/Conferences/Workshops organized & the source of funding

The Department organizes a Commerce meet every year namely AURA by inviting Commerce students from different institutions of the state and organize business events.

The department has organized many more programmes as mentioned below :

S. No.	Academic Year	No. of Seminars	No. of Workshops	Source of Funding
1	2011-12	2	2	Management
2	2012-13	2	2	Management
3	2013-14	2	2	Management
4	2014-15	2	2	Management
5	2015-16	-	1	Management

Details are enclosed in **Annexure IV**

26. Student profile programme/course wise:

Name of the Course/Programme	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Com (2011-12)	230	182	164	18	71%
B.Com (2012-13)	267	220	190	30	72%
B.Com (2013-14)	280	237	197	40	73%
B.Com (2014-15)	330	280	223	57	76%

27. Diversity of Students

Name of the Course	% of Students from the same state	% of Students from other States	% of Students from abroad
B.Com.	100 %	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Nil

29. Student Progression

Student Progression	Against % enrolled
UG to PG	18%
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D to Post-Doctoral	Nil
Employed	
Campus Selection	52%
Other than Campus Recruitment	20%
Entrepreneurship/Self-Employment	5%

30. Details of Infrastructural facilities**a) Library**

We have well established Central Library in which there are books pertaining to Commerce Department and details are as below:

No. of Titles	:	986
No. of Volumes	:	2051
No. of National Journals	:	1

b) Internet facilities for Staff & Students: Wi-Fi with 10 Mbps speed

c) Class rooms with ICT facility: 3 Class Rooms Fixed with LCD Projectors and other classes have the provision of OHP, ICT etc.

d) Laboratories : 3 Computer Labs for B.Com. Students

31. Number of students receiving financial assistance from college, university, government or other agencies

366 Students have received financial assistance from Government of Andhra Pradesh in form of Scholarship and Fee reimbursement.

S.No.	Group	2012-13	2013-14	2014-15	Total
1	B.Com. (Voc)	99	118	149	366

Apart from this, the college has provided financial assistance to the meritorious students in the form of concession according to the Percentage secured in the Intermediate Exams.

S.No.	Group	2012-13	2013-14	2014-15	Total
1	B.Com. (Voc)	100	74	81	255

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts

The Department has organised many enrichment programmes as mentioned below:

S. No.	Academic Year	No. of Seminars	No. of Workshops
1	2011-12	2	2
2	2012-13	2	2
3	2013-14	2	2
4	2014-15	2	2

Details are enclosed as **Annexure - IV**

33. Teaching methods adopted to improve student learning

Apart from the conventional block board teaching the following methods being adopted/introduced in order to improve the knowledge of students through the innovative methods of content delivery.

- (a) Case Study Analysis
- (b) Role Play
- (c) Internet/Intranet
- (d) Video lectures through you tube
- (e) Practical exposure like filing of IT Returns, filling up of Account Opening and Loan Application forms, loans and Deposit forms.
- (f) Chalk and talk
- (g) LCD projector

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

The students have taken initiation for conducting Blood Donation camps, Free Eye checkups under NSS - Recently adopted one village by name Achampeta, near Kakinada.

Details are enclosed as **Annexure - VI**

35. SWOC analysis of the department and future plans

Strengths:

- Highly qualified and experienced faculty members
- Well Established Computer Labs
- Good Infrastructure Facilities

Weaknesses:

- Inadequate Research Facilities

Opportunities:

- After the completion of B.Com the students can study higher studies like CA, CMA and CS very easily.
- There are more number of chances to get placements in Banking and Insurance Sectors.

Challenges:

- We have to look out for new pedagogy which can address the evolving needs of various stakeholders by upgrading and refining course curriculum
- Present curriculum is not able to address the evaluating needs of various stakeholders and need up gradation.
- Introduction of new combinations in Degree Courses and new colleges offering the same courses creating heavy competition.

Future Plans:

- To modernise the study material (e-learning)
- To develop a alumni website
- To start P.G. Programme in the Department.