

## The Annual Quality Assurance Report (AQAR) - IQAC-2018-2019

AQAR during July 1, 2018 and June 30, 2019

## Part – A

## 1. Details of the Institution

1.1 Name of the Institution

**S.D.S (A) College of Arts & Applied Sciences**

1.2 Address Line 1

**SHREERAMNAGAR -535 101**

Address Line 2

**VIZIANAGARAM DIST**

City/Town

**SHREERAMNAGAR-535 101**

State

**ANDHRA PRADESH**

Pin Code

**535 101**

Institution e-mail address

[sdsprincipal@yahoo.com](mailto:sdsprincipal@yahoo.com)  
[sdscollege75@gmail.com](mailto:sdscollege75@gmail.com)

Contact Nos.

**08952-282067**

Name of the Head of the Institution:

**K.CHANDRA MOULI PATNAIK**

Tel. No. with STD Code:

**08952 282067**

Mobile:

**9440282067**

Name of the IQAC Co-ordinator:

**Dr. G.PRABHAKAR**

Mobile:

**9440707226**

IQAC e-mail address:

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> cycle	B++	8.1	2007	31-03-2012
2	2 <sup>nd</sup> cycle	B	2.22	2017	01-05-2022

1.7 Date of Establishment of IQAC:

1.8 AQAR for the year

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR for submitted to NAAC on (01-07-2015)
- ii. AQAR for submitted to NAAC on (01-07-2016)
- iii. AQAR for submitted to NAAC on (01-07-2017)
- iv. AQAR for submitted to NAAC on (01-07-2018)

#### 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women   
 Urban  Rural  Tribal   
 Financial Status Grant-in-aid  UGC 2(f)  UGC 12B   
 Grant-in-aid + Self Financing  Totally Self-financing

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.12 Name of the Affiliating University (for the Colleges)

**ANDHRA UNIVERSITY,  
VISAKHAPATNAM**

### 1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   
 University with Potential for Excellence  UGC-CPE   
 DST Star Scheme  UGC-CE   
 UGC-Special Assistance Programme  DST-FIST   
 UGC-Innovative PG programmes  any other (Specify)   
 UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="05"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text"/> Faculty <input type="text" value="02"/>
Non-Teaching Staff Students	<input type="text"/> Alumni <input type="text" value="01"/> Others <input type="text" value="Nil"/>
2.12 Has IQAC received any funding from UGC during the year? Yes	<input type="text"/> <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="Nil"/>
2.13 Seminars and Conferences (only quality related)	<input checked="" type="checkbox"/> <input type="checkbox"/>
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="Nil"/> International <input type="text" value="Nil"/> National <input type="text" value="Nil"/> State <input type="text" value="Nil"/> Institution Level <input type="text" value="02"/>
(ii) Themes	<input type="text" value="Nil"/>
2.14 Significant Activities and contributions made by IQAC	<input type="text" value="Nil"/>

## 2.15 Plan of Action by IQAC/Outcome

*\* Attach the Academic Calendar of the year as Annexure. :*

2.15 Whether the AQAR was placed in statutory body      Yes       No   
Management       Syndicate       any other body

Provide the details of the action taken

Nil

## Part – B

## Criterion – I

1. Curricular Aspects

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	00	00	00	00
PG	00	00	00	00
UG	00	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	01
Total	00	00	00	01
Interdisciplinary				
Innovative				

## 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

## (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	ALL
Trimester	00
Annual	00

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure:

## 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

**Nil**

## 1.5 Any new Department/Centre introduced during the year. If yes, give details.

**Nil**

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	04	03	01	00	00

2.2 No. of permanent faculty with Ph.D. 03

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	00	00	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty 20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	02	-
Presented papers	01	02	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

It is the constant endeavour of the faculty to enhance the quality of teaching and learning by introducing Audio/Visual class rooms. The main focus is on motivating the students to augment their individual critical thinking and problem-solving abilities. The college campus is endowed with high speed broad band Wi-Fi facility to enable the students to access to latest developments and innovations all around the globe. This facility has helped them abundantly in enhancing their creativity, logical thinking and reasoning and their experimental abilities. A fully fledged English lab, equipped with nearly 14 systems, an LCD projector and speakers, is available to the students to polish their communicative skills. The teaching faculty of our college continuously draw information from e-sources and prepare PPTs which have become a part and parcel of their teaching program.

2.7 Total No. of actual teaching days during this academic year 220

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Exam reforms include, Bar Coding, Double Valuation, and Photocopy

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop ALL

2.10 Average percentage of attendance of students 70%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.,	111		74.00	15.00	0.00	80.18
B.Com(TM)	34		15.00	7.00	1.00	67.65
B.Com(EM)	11		8.00	1.00	0.00	81.82
B.A	17		6.00	7.00	2.00	88.24

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC of our college is the prime academic wing which constantly supervises / observes / guides / reviews the academic activity in the campus. It's meeting is held every semester to give suggestions to the faculty with respect to the conduct of seminars ,conferences, workshops, tours and visits and Guest lecturers in the college. Annual academic calendar , curricular plan, teaching plans and course Outlines are the necessary inputs provided to faculty by IQAC. The students are perennially motivated to participate in all learning activities thereby they are provided with every opportunity to foster their innate skills . Our college boasts of a vast library and a separate reading room equipped with Thousands of books and e-journals on almost every subject.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	02
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	18	00	00
Technical Staff	00	00	00	00



**Criterion – III****3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution  
IQAC is not constituted.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	00	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	01	00	00

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other Organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	UGC	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books   
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE

Any other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : ----

From funding agency

Salary for FDP Substitute Lecturers	NIL
Contingency grant for FDP Lecturers	NIL
Major and Minor Research Projects	NIL

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
Nil						

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Nil
Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil
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3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	Nil	SRF	Nil	Project Fellows	Nil	Any other	Nil
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3.21 No. of students Participated in NSS events:

University level	02	State level	00
National level	02	International level	00

3.22 No. of students participated in NCC events:

University level	39	State level	02
National level	01	International level	00

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	00	State level	00
National level	00	International level	00

## 3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="03"/>		
NCC	<input type="text" value="04"/>	NSS	<input type="text" value="04"/>	Any other	<input type="text" value="Nil"/>

## 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Blood Donation camps- 01 Students Donated Blood - **55**
2. Organised Voter Enrolment by Students YES
3. Adopted villages by NSS/NCC volunteers and educated people in “ Free Medical Camps, Survey on ODF, Health awareness Programs, organised rallies against Anti-social Incidents.

**Criterion – IV****4. Infrastructure and Learning Resources**

## 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	18.52Acres	-	-	18.52 Acres
Class rooms	17	-	-	17
Laboratories	06	-	-	06
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02	-	-	02
Value of the equipment purchased during the year (Rs. in Lakhs)	100300/-	-	-	-
Others				

## 4.2 Computerization of administration and library

Partially Automated

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11630		44		11674	
Reference Books	10860				10800	
e-Books	6000				6000	
Journals	10				10	
e-Journals	6000				6000	
Digital Database						
CD & Video	40				40	
Others (specify)	-					

## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Other s
Existing	35	01	07	01	-	04	05	-
Added	00	-	-	-	-	-	-	-
Total	35	01	07	01	-	04	05	-

4.5 Computer, Internet access, training to teachers and students and any other programme for Technology up gradation (Networking, e-Governance etc.)

Internet is accessible to all the students. Awareness e-journals on library literature was organised to all the teachers. All the departments are equipped with computer facility.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Most of the Computer systems and Xerox machines in office, Library and Examination section are maintained by local service providers.

The college year marked the following provision in the annual budget as follows:

Update of Soft ware	: Rs.	35400/-
Deployment of Computers	: Rs.	--
Annual Maintenance	: Rs.	67200/-

ii) Campus Infrastructure and facilities

30220.00

iii) Equipments

45400.00

iv) Others

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Total :

75620.00

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

\*The IQAC unit of our college fully appreciates the need for a solid support system for the students who pass out of our college . A career guidance and placement cell under the supervision of a councillor has been established to provide guidance to the students in

\*Locating employment avenues in different sectors . A broad based information on different recruiting agencies and the method of recruitment is provided to the students.

\*The students are also encouraged and guided to appear in different competitive examinations

\*Conducted by various recruitment agencies such as UPSC,APPSC,ARMY,POLICE,DSC, BANKING Sector etc.,

\*A full fledged NCC unit under designated captain is functioning for the last twenty years which Conducts tests and awards B and C certification to its cadets. These certificates are very helpful in providing jobs to students in different police and defence establishments. There is also a functional NSS unit under a programme officer in our college which has adapted surrounding villages year after year where in awareness programmes such as

\*SWACHHHBHARAT, Agricultural related activities, value of education programs are conducted. Every year our NCC AND NSS UNIT conduct blood donation camp to provide life line to the suffering and the needy.

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
631			

(b) No. of students outside the state

03
----

(c) No. of international students

NIL
-----

Men	No	%	Women	No	%
	510	80.82		121	19.17

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
27	37	10	438	1	513	37	54	04	536	0	631

Demand ratio: 0 .95

Dropouts: 1%

## 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

Yes. The college provided guidance and study material students to appear for the competitive examinations.  
The number of successful candidates in different competitive examinations is shown below.

Sl.No	Name of the Organization/Department	No.of students selected
01	A.P Police Inspectors / Constables	07
02	Defence Service	03
03	Banking Service	02
04	Railway Recruitment Board	02
05	Assistant Statistical Officers	00

No. of student's beneficiaries

14

## 5.5 No. of students qualified in these examinations

NET	NIL	SET/SLE	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	NIL

## 5.6 Details of student counselling and career guidance

No. of students benefitted

20

Every year our carrier guidance cell invites the different industries and organization to conduct campus selection for our applied B.SC students who specialise in courses such as mineral beneficiation and geology. Our cell also conducts mock tests to train our students in soft skills and communicative skills.

## 5.7 Details of campus placement

02

Number of Organizations Visited	Number of students Participated	On campus	Off campus
		Number of students Placed	Number of students Placed
01	52	12	06

## 5.8 Details of gender sensitization programmes

The college conducts gender sensitization programmes for its staff to create gender awareness, to empower women. The programmes organised are:

1. Guest lecture on women empowerment on the eve of International women's Day by Ms. U.Janshi Rani
2. Campaign on "SAVE THE GIRL CHILD" – BETI BACHOV-BETI PADAVO At NSS Adopted Village



## 5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level 

No. of students participated in cultural events

State/ University level  National level  International level 

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level Cultural: State/ University level  National level  International level 

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	NIL	
Financial support from government		Govt. Scholarship as per reimbursement policy
Financial support from other sources	NIL	
Number of students who received International/ National recognitions	NIL	

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level Exhibition: State/ University level  National level  International level 5.12 No. of social initiatives undertaken by the students 

5.13 Major grievances of students (if any) redressed:

Major grievance of the students to organise Short term Courses on Tally and communication skills.
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## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**VISION:** Our institution is quite aware of its responsibility of providing an effective education by adopting latest teaching and learning methods.

**MISSION:** The institution strives always to impart quality education to the students so as to meet the existing standards of globalisation. Our endeavour is to equip the students with employability skills by making optimum use of faculty and infrastructure available.

#### 6.2 Does the Institution has a management Information System

The institution put in place an effective management information system wherein various Committees have been formed to give suggestions and receive feed- back. These committees meet periodically to formulate strategies and give necessary advice and suggestions. Senior and retired academicians' of this institution have been invited in for consultancy regarding institutional need.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

The institution offers certain special courses in applied sciences B.SC(Applied chemistry) B.sc(Mineral Beneficiation) along with conventional courses such as BA, B.Com, BSc (MPC) in English medium. It is pertinent to note that most of our students hail from remote, backward regions and weaker section therefore ethics , cultural heritage and environmental studies have been made an inseparable part of our curriculum periodical feed-back is sought from all stakeholders to make necessary changes from time to time.

##### 6.3.2 Teaching and Learning

The institution has constituted departmental board of studies to update teaching and learning methods. The faculty is encouraged to attend orientation classes conducted by different autonomous colleges as well as t universities.

### 6.3.3 Examination and Evaluation

Orientation classes for freshers are conducted to through light on the systems and features of our institution so that new students get familiarised. Issues such as autonomous system, semester system grading system etc., are explained to the students.

Abundant stress is given on punctuality and commitment by both faculty and students.

- a) Orientation class on examination system and methods of evaluation
- b) Conduct of medium wise tutorials
- c) Review of exam performance
- d) Special focus on remedial measures for students lagging behind

### 6.3.4 Research and Development

The Management of our institution promotes research activity among the faculty. Different faculty members encouraged taking part in seminars, workshops etc., and pursues their research activities. The institution is constantly in touch with Andhra University in this regard.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Our institution boasts of exclusive library and reading room equipped with no. of books and Journals. The departments of commerce is equipped with separate computer Lab. Infrastructure / instrumentation

### 6.3.6 Human Resource Management

The institution is very well conscious of its responsibility to recruit learned and qualified faculty with creditable teaching skills so as to provide a good academic atmosphere in the campus.

### 6.3.7 Faculty and Staff recruitment

In terms of existing policies of the State Government recruitment of regular staff has not been made for the last several years. Yet the management fills unaided vacancies utilising its meagre resources in the best possible manner to recruit talented faculty.

### 6.3.8 Industry Interaction / Collaboration

The student of faculty sciences is taken industrial visits to the nearby FERRO ALLOYS and steel based industries to provide them with practical knowledge.

6.3.9 Admission of Students:

The college adopts transparent and foolproof admission procedure by constituting admission committees with senior faculty members. The applications received are scrutinised by these committees and admission are made strictly as per rules duly allowing reservations.

A hand book and brochure regarding admission procedure and all relevant information thereof is released at the beginning of admission season. Wide publicity is given in both electronic and print media in this regard.

6.4 Welfare schemes for

Teaching	-
Non teaching	Contribution of Provident fund
Students	Scholarships, placements, counselling

6.5 Total corpus fund generated

The college has a corpus fund with accumulated unspent special fees collected from the students.

6.6 Whether annual financial audit has been done Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External	Internal	
	Yes/No	Agency	Yes/No Authority
Academic	YES	CCE	YES MANAGEMENT
Administrative			

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  Nil No  Nil

## 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Reforms in examination system: The College has an effective examination section under the Chief controller of examinations.

Sri K.Chandra Mouli Patnaik, Principal and Dr.G.Prabhakar Controller of Examinations, they are assisted by Assistant Controller of examinations, Sri. J.Satyanaryana this examination Cell oversees the conduct of internal and external examinations semester wise and also continuous evaluation of students. Exams are conducted strictly as per academic calendar and results are announced.

## 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college has on its rolls in the Board of Studies expert professors and academicians nominated by the affiliated university. The Governing body consists of senior technocrats and corporate executives who take an active part in the functioning of our institution.

## 6.11. Activities and support from the Alumni Association.

The college has a registered Alumni Association called OSA, which takes active interest in the student development activities. The Annual General Body Meeting of OSA held once in a year to plan and review it's activities. Many old students of the college have donated funds and instituted gold medals to the toppers.

- (a) Mr. Shankar Lal Sharma donated rupees 10,000/- in the memory of his late father. The interest amount is spent to sponsor a gold medal to the topper in B. Com.,
- (b) Mr. A.K.Srivastav instituted a gold medal to the topper among girl students and donated 25000 Rupees for topper in English.
- (c) Mr. Yarakayya Shresti also instituted a gold medal to the topper in B.A. course. Some of the former professors of the college have also donated liberally and sponsored scholarships to poor meritorious students.

## 6.12. Activities and support from the Parent – Teacher Association.

A regular feedback is obtained from the parents of students through letters, phones and E- mails regarding activities of the college. Many parents approach the faculty in person with their children.

## 6.13. Development programmes for support staff.

Some of the Non Teaching staff do enjoy the benefit of EPF Scheme in which there is the equal lent contribution by management.

## 6.14. Initiatives taken by the institution to make the campus eco-friendly.

The college boasts of a spiralling green cover with a variety of fruit and flower bearing trees. The NSS & NCC Unit of our college plays a very active role in not only plantation but also maintenance of greenery. This year Mega Plantation Program with 5000 saplings were planted, organized by our NCC & NSS students.

**Rain water harvesting.**

Thanks to rain harvest methods of college. We have a very high water table prevailing in the campus. Soak pit have been arranged at various points in the campus to augment water table.

**Solid waste Management:**

The campus is regularly cleaned and the solid waste thus collected is turned into a vermin-compost and natural manure which is subsequently fed to the plants in our campus. Plastic waste is burnt from time to time.

**Criterion – VII****7. Innovations and Best Practices**

7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Massive Plantation is carried out about 2000 saplings in and around the premises In order to maintain greenery towards pollution abatement.

7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Training for Bank examinations and Group Exams has been arranged for final year students.
- Gymnasium, additional laboratories created
- Preparation of AQAR
- Internal Academic Audit is done in the college
- Preparation of environment friendly initiatives by NSS & NCC
- To organise campus recruitment drives for final year students
- Arrange training sessions for all Teaching and Non-teaching staff for Autonomous Review Committee visit.

7.3. Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

***Best Practice:***

***(i) Title: Value oriented Education***

*As per the adjusting policies of the state Government and guidelines of Commissioner of the collegiate education, We have introduced “ Human Values and Professional ethics” in all the departments as a common course. Students are motivated to develop self discipline, service-mindedness, duty mindedness, self control and high moral character. Problem solving nature among students is inculcated. Guest lectures are organised in this regard.*

***(ii) Upliftment of the weaker sections and oppressed classes***

*With a view to imparting high quality education to the predominantly economic and academic backward classes of the region. The munificent human management has established Shreeram Vidyapeeth in early 70s. Our college is a constituent of Shreeram Vidyapeeth established in 1972 with an objective of bringing quality education with in the reach of people hailing from below poverty life. Most of our students belong OBC, SC and ST communities. Thanks to the efforts of our Management, this region has undergone a radical social transformation. Today many have attained high positions in all almost all social sectors not only in India but also aboard. The college is possess with computers labs in English, and Commerce departments, extremely spacious and ventilated class rooms, well equipped modern library and reading room and above all, a beautiful campus. A student who steps into our campus with a pass Intermediate, steps out of our campus three years latter not only with a degree but also a complete human being. The three years spent in this campus by each and every student remains in memory through out of his life time.*

\* Provided the details in annexure ( annexure need to be numbered as i,ii,iii)

#### 7.4 Contribution to environmental awareness / protection

<p>(i) Energy conservation: The use of star rated air conditions has been adopted in our examination cell as well as principal's chamber and seminar hall.</p> <p>(ii) Minimum use of fans and lights. There is a proposal of solar energy system in the near future.</p> <p>(iii) Water harvesting: Soak pits have been arranged in all corners of the campus to recharge ground water and harvest rain water. Toilets and Urinals are kept scrupulously clean.</p>
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7.5. Whether environmental audit was conducted?    Yes        No   

7.6. Any other relevant information the institution wishes to add. (for example SWOT Analysis)

<p style="text-align: center;">The SWOC analysis of the academic year 2018-19.</p> <p><b>Strengths :</b></p> <ol style="list-style-type: none"> <li>(1) Sprawling campus ,spacious and well equipped infrastructure, inspiring environment for learning and teaching.</li> <li>(2) Unconditional support from the management despite financial constraints.</li> <li>(3) Spacious and ventilated classrooms with sufficient seating accommodation , laboratories, library, refreshing and hygienic canteen , air conditioned conference hall for conducting seminars and conferences.</li> <li>(4) Rare combination of courses which caters to the needs of local industries and mining sector.</li> <li>(5) Most sought –after institution in the north coastal region.</li> <li>(6) Qualified and experienced teaching faculty with couple of Ph.Ds.</li> <li>(7) Scholarships and fee reimbursement sponsored by the state government.</li> <li>(8) Feedback and contribution of the alumni in further academic standards.</li> <li>(9) Voluntary and enthusiastic participation of students in social service and community service.</li> </ol> <p><b>Weaknesses:</b></p> <ol style="list-style-type: none"> <li>(1) No.of vacancies in regular faculty.</li> <li>(2) Students hailing from rural background Telugu medium with poor communication skills .</li> <li>(3) Attainment of super-annuation by experienced faculty.</li> </ol> <p><b>Opportunities:</b></p> <ol style="list-style-type: none"> <li>(1) Sufficient infra structure for introduction of new courses.</li> <li>(2) Large number of aspiring students.</li> <li>(3) Decent employment opportunities in the local industries and mining industries.</li> </ol> <p><b>Challenges:</b></p> <ol style="list-style-type: none"> <li>(1) Maintenance of imposing buildings.</li> <li>(2) Recruitment of quality faculty.</li> <li>(3) Weaning away the students from the evil influence of movies and mobile phones.</li> <li>(4) Imparting soft skills and communication skills to the students.</li> <li>(5) Growing competition from mushrooming colleges in the vicinity.</li> </ol>
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8. Plans of institution for next year

Proposed Action Plan for 2019-20
1. Special classes in communication skills and career guidance classes for final year students.
2. Add-on-course on Tally for B.Com. Students after the I Unit test.
3. Guest lecture for Commerce students on Net banking.
4. Guest lecture on ground water resources'.
5. Certificate course on computer applications and skills
6. Conduct of "Alumni Day" on 27.Dec. 2019.
7. Conduct of Parent Teachers' association meeting .
8. Eight Day course on Mineral beneficiation for B.Sc.(MGC) students.
9. Historical tour for B.A. Final year Students.
10. Conduct of Students seminars for final year students
11. Remedial classes for all slow learners.

Name: Dr.G.PRABHAKAR

Name: Capt.K.CH.MOULI PATNAIK, Principal

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Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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## Annexure – (i)

## SHREE DURGA PRASAD SARAF COLLEGE OF ARTS AND APPLIED SCIENCES

SHREERAMNAGAR-535 101

UNDER 2 (f) &amp; 12(B) of U.G.C. Accreditation with NAAC "B" Grade.

Tel No 08952- 282067

e-mail: sdsprincipal@yahoo.com

College web site: www.sdscollege.info

1	Capt .K. Chandramouli Patnaik	Principal	Chair Person
2	Sri.J.Satyanarayana	Lecturer in Commerce	Teacher Member
3	Ms.U.Jhansirani	Lec.in History	Teacher Member
4	Sri.P.Jogeswararao	Lec. In Mathematics	Teacher Member
5	Dr.P.Balabarathi	Lec. In MB	Teacher Member
6	Sri.K.V.S.S.N. Murthy	General Manager, FACOR ALLOYS LTD, Shreeramnagar, Garividi And Secretary & Correspondent	Member Management Nominee
7	Sri.Lakkaraju N Murthy	Dy.General Manager FACOR ALLOYS LTD, Shreeramnagar, Garividi	Member Management Nominee
8	Dr.K.Rammohanarao	Retired Reader in Geology	Member from Society
9	Mr.M.Venkateswararao	II B.sc.,	Student Member
10	Sri.D.Srinivasarao	Alumni	Alumni
11	Sri.U.Ganaapathi Rao	Technical Staff	Technical Staff
12	Sri.S.Gopinadh	Lecturer in Commerce	IQAC-Asst.Coordinator
13	Dr.G.Prabhakar	Lec. in Library Science	IQAC-Coordinator

## Annexure – (ii)

A REPORT ON FEEDBACK ANALYSIS FROM VARIOUS STAKEHOLDERS:  
2018-19

Shri DurgaPrasad (Autonomous) College of Arts & Applied Sciences has a rich history of more than 40 years. Constituted under the Aegis of Shreeeram vidyapeeth , the educational wing of M/s. Ferro Alloys Corpn. Ltd. (FACOR) the largest producer of Ferro alloys in the country. The Vidyapeeth is brain child of visionary Shri Durgaprasad sarafji who wanted the people of the backward region to prosper academically as well as economically. The buildings and infrastructure of the college was the talking point and the centre of attraction of the people in North coastal Andhra. The management took care in recruiting highly talented and qualified faculty. Introduction of new courses in applied science in the early 70s was the strength of the college. Students belonging to far and wide areas including neighbouring states like Chattisggad and Odissa pursuing their academic career. Getting admission into the college was “A dream come true for many”. Right from inspection the college has been shaping the future of destiny of downtrodden weaker the section of the society who got access to low- cost quality education.

The institution is recognised by UGC under 2(f) and 12(B) of the UGC act in June 1979. And it attained autonomous status in on 11<sup>th</sup> May 1987( 1977-78 AY).The college is accredited with NAAC B+ grade in March 2007.The college offers more than five undergraduate courses B.A., .B.Com.,( both media) and B.Sc.,in MPC, AMP, and MGC. The college is endowed with state of the Art laboratories, loaded library, well furnished air conditioned auditorium, separate laboratories for English and commerce, an established NCC and NSS units and not the least and sprawling play field where students won their physical skills.

**Alumni:**

The college proudly boasts of distinguished alumni who have spread all over the country and abroad. Many of them occupied premier positions in industry, commerce, trade, education banking sector etc.

In fact a number of NCC cadets are serving armed services and police forces. Many of the past students of our college do visit their “alma matter” and meet the current students to motivate them. Alumni meets are organised once in a year to received feed- back. In the meetings the alumni express their gratitude towards the institution which shaped their destiny

**Parents:**

The college has a full pledged and functioned parent-teachers association which meets once in a year. The parents do get an opportunity to interact with the faculty and ventilate their grievance with them if any. In fact the feed -back and suggestion from their parents do help in shaping our future policies and strategies. Many of the parents appreciate the effort of the college administration in moulding the career of the students.

**Students:**

The students of “the heart and soul” of our college and “ears and eyes”. The success story of any educational institution is intrinsically linked with the success of students. In fact it will not be an exaggeration to state that the economy and economic standards of this area haven been boosted by the talent that emerge3d from our institution. Many of our students in their feed back during the college day celebrations pour out their gratitude and sense of belonging to this institution.

So we feel immense pride and satisfaction with a kind of feed- back we get from the alumni, parents and students.

Annexure – (iii)

SHREE DURGA PRASAD SARAF COLLEGE OF ARTS AND APPLIED SCIENCES

SHREERAMNAGAR-535 101

UNDER 2 (f) &amp; 12(B) of U.G.C. Accreditation with NAAC "B" Grade.

Tel No 08952- 282067

e-mail: sdsprincipal@yahoo.com

College web site: www.sdscollege.info

Tentative Schedule of Autonomous Examinations for the year 2018-19

01-06-2018	Reopening
31-07-2018	Last Date for Internal I unit question papers
06-08-2018 to 14-08-2018	I Internal Assessment (I, III & V Semesters)
02-10-2018	Last Date for II Internal question Papers
08-10-2018 To 16-10-2018	II Internal Assessment (I, III, & V Semesters)
03-08-2018 To 17-08-2018	Without fine
18-08-2018 To 24-08-2018	With Fine Rs.50/-
25-08-2018 To 04-09-2018	With Fine Rs.100/-
17-10-2018 To 19-10-2018	DASARA HOLIDAYS (As per university Schedule)
01-06-2018 To 17-11-2018	I, III & V Semester End Examinations

25-11-2018	Re-opening
28-12-2018	Last Date for Internal I unit question papers
03-01-2019 To 11-01-2019	I Internal Assessment (II, IV & VI Semesters)
09-02-2019	Last Date for II Internal question Papers
15-02-2019 To 23-02-2019	II Internal Assessment (II, IV & VI Semesters)
02-01-2019 To 10-01-2019	Without fine
11-01-2019 To 25-01-2019	With Fine Rs.50/-
28-01-2019 To 05-02-2019	With Fine Rs.100/-
25-11-2018 To 31-03-2019	II, IV & VI Semester End Examinations