



GOVT. DEGREE COLLEGE, RAJAMPET



KADAPA DIST., A.P.-516 115

ISO QUALITY MANUAL



Supported by

**COMMISSIONERATE OF COLLEGIATE EDUCATION
Andhra Pradesh**

To
Whomever it may concern,

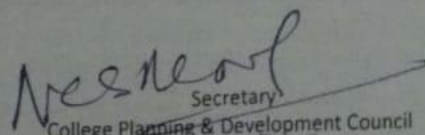
Rajampet,
25.02.2021.

It gives me immense pleasure to know that the Govt. Degree College, Rajampet was set to go for ISO-2015 certification. In this accession I would like to present few words about this college as I was immensely pleased the witness of the growth of this institution since from its inception in the Junior college premises to its present own buildings with many new additional courses, adequate class rooms, laboratories and library to serve the poor students of in and around Rajampet revenue division with few courses. The college was established in 1980 with the efforts of the local MLAs, MP and many local prominent leaders to provide Higher Education to the socially backward downtrodden people in this revenue division.

The college is playing vital role in enhancing the knowledge of these rural students with these adequate facilities i.e. adequate latest lab equipments, new digital class rooms and virtual class room, JKC, NCC, NSS, English Language Lab & APSSDC etc. Many students participating in sports and games and achieving remarkable events such as winning inter university volley ball winners, triple jump winners etc. It is appreciating that the college providing the training to these students to meet the needs of this century. Further I am appreciating that the college is also conducting on campus/off campus drives. Many of the students are getting good placements also.

I am wishing the Principal and the staff of the college will continue to do their best with commitment to mould the students to become disciplined and worthy citizens of India and also to develop the institution.

I wish all the best...


Secretary
College Planning & Development Council
GDC, RAJAMPET



Pondicherry University

Dr. N. Dastagiri Reddy
Associate Professor of Chemistry

To
whomever it may concern

24/02/2021

It gives me immense pleasure to talk about Govt. Degree College, Rajampet, which molded me into a grown-up man and face challenges in my life. Without teaching by excellent teachers, especially chemistry and geology, I would not have achieved what I did. Those were golden days (1986-89) academically as well as socially. I wish all the best to all those students and teachers associated with the college.

Thank you,
Yours sincerely,

N. Dastagiri Reddy



Dr. N. Dastagiri Reddy
Associate Professor
Department of Chemistry
Pondicherry University
Puducherry - 605 014

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TITLE : LIST OF ABBREVIATIONS**SECTION : COLLEGE****PAGE NO. 1 OF 2****REVISIONNO : 00****DATE: 15.10.2020**

Asst. Prof.	Assistant Professor
Asso. Prof.	Associate Professor
BA	Bachelor of Arts
BCom	Bachelor of Commerce
BSc	Bachelor of Science
Ph.D	Doctor of Philosophy
NCC	National Cadet Corps
NSS	National Service Scheme
DRC	District Resource Centre
CPDC	College Planning and Development Council
AO	Administrative Officer
UGC	University Grants Commission
NAAC	National Assessment and Accreditation Council
NET	National Eligibility Test
SLET	State Level Eligibility Test
SET	State Eligibility Test
M.Phil.	Master of Philosophy
CBCS	Choice Based Credit System
MOOCS	Massive Open Online Courses
UG	Under Graduate
PG	Post Graduate
APJKC	Andhra Pradesh Jawahar Knowledge Centre
ELL	English Language Lab
YVU	Yogi Vemana University
WEC	Women Empowerment Cell
BMA	Biometric Attendance
CPS	Contributory Pension Scheme
BOS	Board of Studies
RTI	Right to Information act
FC	Finance Committee
AC	Academic Council
RUSA	Rastriya Uchta Siksha Abhiyan
HOD	Head of the Department
ICT	Information Communication Technology
TC	Transfer Certificate

IQAC	Internal Quality Assurance cell
IQAS	Internal Quality Assessment System
GPF	General Provident Fund
CSR	Corporate Social Responsibility
DST	Department of Science and Technology
DBT	Department of Bio Technology
CCE	Commissioner of Collegiate education
APSSDC	Andhra Pradesh State Skill Development Corporation
RJD	Regional Joint Director
JD	Joint Director
ARPIT	Annual Refresher Programme in Teaching
NPTEL	National Programme on Technology Enhanced Learning

Activity	Name	Designation	Date
Prepared by	Smt.J. Mohanavalli	Assistant Professor of English	12.10.2020
Reviewed by	Sri.N.S.Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : VISION, MISSION AND OBJECTIVES**SECTION : COLLEGE****PAGE NO. 1 OF 2****REVISION NO : 00****DATE: 15.10.2020****VISION**

- ☞ To make higher education accessible to poor and down trodden/under privileged sections of the society.
- ☞ Provide a quality higher education to the students by self and external evaluation, promotion and nourishment initiatives.
- ☞ To become multi-disciplined and learner oriented college
- ☞ To create supporting and caring environment for staff and students.

MISSION

- ☞ To impart high standard education with the affordable fee structure
- ☞ Providing life skills and personality development
- ☞ Implementing the student centre education, by the seminars, debates, quiz programmes

OBJECTIVES

- ☞ Serving the needs of rural students
- ☞ Personality development, character building and inculcating work culture
- ☞ To enable the poor and downtrodden/underprivileged sections of the society and access to gainful employment opportunities by imparting skill oriented education.
- ☞ To achieve the academic excellence
- ☞ To inculcate human values and social responsibilities
- ☞ To mould the students as good and useful citizens of India.

Activity	Name	Designation	Date
Prepared by	Smt.J. Mohanavalli	Assistant Professor of English	12.10.2020
Reviewed by	Sri.N.S.Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : QUALITY POLICY

SECTION : COLLEGE	PAGE NO. 1 OF 2
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Government Degree College, Rajampeta is recognised under 2f and 12B by UGC and is affiliated with Yogi Vemana University, Kadapa. Ever since the inception of the College in 1980, the Institution has provided students an environment conducive to learning and supported their extracurricular interests. The aim of the Institute is to make its students competent, committed and mold them into responsible citizens.

Government Degree College, Rajampeta believes that QUALITY is an outcome of consistent efforts on a daily basis by all its stakeholders in all the activities and aspects undertaken by the college.

The IQAC of the institute formulate the Quality Policy in tune with vision and mission of the institute and is

- ☞ Implementing proficient delivery mechanism suitable for the curriculum
- ☞ Providing value based education and technology enabled teaching and learning
- ☞ Providing essential education for developing employable skills.
- ☞ Involving of all stakeholders in growth and development of the College
- ☞ Promotion of team work and proactive participation
- ☞ Appropriate to the purpose and context of the institute.
- ☞ Quality Policy considers commitment to satisfy applicable requirements and continual improvement of the quality delivery.
- ☞ It shall be reviewed for suitability at least once in a year by IQAC

Activity	Name	Designation	Date
Prepared by	Smt. J. Mohanavalli	Assistant Professor of English	12.10.2020
Reviewed by	Sri. N.s. Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

VALUES

In consonance with the Vision and Mission of the college, the campus community of Govt. Degree College, Rajampeta is guided by the following values:

INCLUSIVENESS:

- ☞ The College makes conscious efforts to extend its services to all the sections of society, especially to include the socio-economically deprived and underprivileged sections.

EQUITY:

- ☞ The college does not make discrimination of any sort with regard to caste, creed, religion and gender. The college would extend uniform and equitable opportunities of learning to all the students.

RESPECT:

- ☞ The college promotes mutual respect among students and the ability to appreciate the worth of persons as individuals. Respect for others also strengthens self- confidence and self-esteem among the young people.

RATIONALITY:

- ☞ Reasoning transforms the youth to a strong force of nation-building by providing them with realistic, practical and scientific world-view. The college through its curricular, co-curricular and extra-curricular activities would strengthen rational thinking among the students.

COMPASSION:

- ☞ Compassion is the fundamental value that connects humanity as one, which needs to be instilled in the youthful hearts of students. The college endeavors to develop this humane quality to understand others as extension of oneself and stand for collective well-being.

Activity	Name	Designation	Date
Prepared by	Smt. J. Mohanavalli	Assistant Professor of English	12.10.2020
Reviewed by	Sri. N.s. Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : PROFILE OF THE COLLEGE

SECTION	:	COLLEGE	PAGE NO. 1 OF 1
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S.No.	Particulars	
1	Year of establishment	1980
2	NAAC grade & CGPA	B, 2.49
3	Autonomous status	NA
4.	Implementation of CBCS pattern	2015
5	Total strength of the students	681
6	Land area	5.21 ACRES
7	No. of teaching staff	31
8	No.of Non-teaching staff	09
9	No. of Departments	12
10	No. of Staff rooms	03
11	No. of class rooms	17
12	No. of Laboratories	05

Activity	Name	Designation	Date
Prepared by	Sri. B. RamaChandra	Assistant Professor of Economics	12.10.2020
Reviewed by	Sri. N.S. Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : LIST OF DEPARTMENTS

SECTION	:	COLLEGE	PAGE NO. 1 OF 1
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S.No	Department	Year of Establishment
1.	Department of English	1980
2	Department of Telugu	1980
3	Department of Economics	1980
4	Department of History	1980
5	Department of Political Science	1980
6	Department of Computer Science	2000
7	Department of Mathematics	2000
8	Department of Physics	1980
9	Department of Botany	1980
10	Department of Zoology	1980
11	Department of Chemistry	1980
12	Department of Statistics	2014
13	Department of Commerce	1980
14	Department of Hindi	1980

Activity	Name	Designation	Date
Prepared by	Dr. B. Adinarayana	Assistant Professor of Botany	12.10.2020
Reviewed by	Sri. N.S. Hanumantha Rao	Assistant Professor of Chemistry	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : LIST OF POLICIES

SECTION : COLLEGE
REVISION NO : 00

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Non-Discrimination Policy:

GDC, Rajampeta is committed to a policy that does not discriminate race, colour, religion, creed, gender, national origin, disability, ethnic background, genetic information, sexual orientation/gender identity as defined by law, age as defined by law, or military status, in the administration of its employment policies, educational policies, admissions policies, scholarships and load programs, and other College administered programs.

Identification Policy:

- ☞ Students of GDC, Rajampeta are required to attend the college with uniform for 4 days in a week from Monday to Thursday.
- ☞ Students of GDC, Rajampeta carry a valid I.D. card with them at all times on the campus.
- ☞ All students are expected to maintain their I.D. card during all semesters that they are enrolled.
- ☞ If an I.D. card is lost or stolen, it should be reported immediately to the class mentor.

Timing Policy:

- ☞ The functional time of the college is 10.00 AM- 4.00 PM with one hour lunch break between 1.00 PM to 2.00 PM.
- ☞ Each period of instruction is of one hour duration
- ☞ Attendance of all students, teaching & non- teaching staff members and Principal is recorded by Face recognition and Finger Print Attendance Recorder Machine (Biometric) both in the morning when they enter into the college and evening when they leave the college premises.
- ☞ Attendance of the students is taken hour wise by the respective lecturer by using Integrated Attendance Management System (IAMS) app designed by Government of AP
- ☞ Staff should be available in the college premises during the entire period of college hours, on all working days.

Discipline Policy:

- ☞ The disciplinary policy at college recognizes no discrimination among staff and students in aspects of caste, creed, race and religion.
- ☞ No student should bring cell phone in to the college premises.
- ☞ Teaching faculty are advised not to attend to any calls while in the Class Rooms / Laboratories /Library.
- ☞ Students are advised to throw the sanitary napkins only in dustbins.

- ☞ Students should use the bathrooms meant for them only and help to keep them clean and neat.
- ☞ Creating a no plastic zone in the college campus.
- ☞ No student or No staff to put up any information (whether Written / Poster / Sign, etc.) on the College Notice Board, Walls, Doors, without the prior approval of the Head of the institution.

Holidays Policy:

- ☞ The college follows the rules as per the holiday list announced by the Yogi Vemana University, Andhra Pradesh.

Infrastructure Development Policy:

- ☞ The infrastructure development committee will monitor the required infrastructure in various class rooms.

Administration policy:

- ☞ All the required communication of information within the Institution will be through circulars/Mails/Whatsapp groups either in Telugu or English
- ☞ All staff members of GDC Rajampeta are in WhatsApp group by name “GDC RAJAMPETA NAAC 2020”. All the urgent official communication the college can be through this group.
- ☞ Each class has an exclusive Whats App group in which the students of that class and lecturers handling that class are members. Any information to the class concerned can be communicated through this group.
- ☞ The Employee shall at all times maintain strict confidentiality and secrecy in respect of all the Confidential Information.

Leaves Policy:

The employees are entitled for the following types of leave:

- | | |
|------------------------|---|
| ☞ Casual Leave | ☞ Half Pay Leave |
| ☞ Earned Leave | ☞ Extraordinary Leave |
| ☞ Medical Leave | ☞ Surrender Leave |
| ☞ Maternity Leave | ☞ Compensatory Casual Leave |
| ☞ Special Casual Leave | ☞ On Duty Leave |
| ☞ Leave on Loss of Pay | ☞ Extra (5) casual leaves for women. |
| ☞ Paternity Leave | ☞ The Leave Year shall be January –December |
| ☞ Child care Leave | |
| ☞ Study Leave | |
| ☞ Sabbatical Leave | |

- ☞ Leave will be strictly monitored and will be granted only if needed.
- ☞ Staff members who are unable to report to work due to exceptional / unforeseen circumstances must send a leave message or inform to the principal before 10.am. Leave information will not be entertained after 10.00 a.m. and such absence will be treated as unauthorized.

Commitment Policy:

- ☞ The students and staff are committed to get 100% pass in their respective subject's and departments.
- ☞ Making sure that each student passing out of the institution leaves the campus with a job in his/her hands.

Research Policy:

The purpose of the Research Policy is to create a vibrant atmosphere of research among faculty. The research policy of the college aims at creating and supporting a research culture among its teachers, staff and students and leverages it for enriching and enhancing the professional competence of the faculty members; for developing and promoting scientific temper and research aptitudes of all learners

The Research Cell of the college shall be responsible for formulating and implementing this research policy of the college. The specific roles and functions of the research cell will be as follows:

- ☞ Make efforts to improve the availability of research infrastructure requirements to facilitate research in the college.
- ☞ Encourage the faculty to apply for research projects sponsored by UGC, ICSSR, ICHR, ICPR, DST, DBT etc.
- ☞ Encourage to organize workshops/ training programmes/ sensitization programmes to promote a research culture on campus.
- ☞ Research ethics policy should be followed
- ☞ Encourage and promote the publication of research articles by the faculty in reputed/ refereed journals.
- ☞ Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.
- ☞ Publicize the research expertise and consultancy capabilities available in the college.

Environment Policy:

- ☞ Protection of health, safety and the prevention of pollution to the environment are primary goals of the Institute.
- ☞ The Institute will strive to develop and provide products and services that have no undue environmental impact and are safe in their intended use, efficient in their consumption of energy and natural resources and can be recycled, reused or disposed of safely.

- ☞ To minimize our waste and reduce our water consumption where possible

Mobile phone policy:

The purpose of this policy is to establish clear cut guidelines regarding the usage of mobile phones inside the campus. This policy is applicable to all those who enter the campus. Realizing the importance of communication and the possible impact of mobile phone usage inside the campus, the following guidelines are arrived at.

- ☞ Students are not permitted to use mobile phones within the campus.
- ☞ The mobile phones shall be kept in silent mode / off
- ☞ All the staff members are empowered to confiscate mobile phones found with students violating the above rules.
- ☞ Students violating the above rules will be warned
- ☞ Staff members are allowed to use mobile phones in their respective cabins.
- ☞ Staff members are allowed to use mobile phone in the classroom for the purpose of taking online attendance only

Formation of Committees Policy:

- ☞ This policy is framed by the Head of the institution depending on the capability of the individual.

Grievances & Redressal Policy:

- ☞ The purpose of the Grievance Policy is to provide equitable and orderly processes to resolve grievances by staff and students.
- ☞ Any grievance in the college is dealt very seriously and addressed at the earliest

Activity	Name Sri/Smt	Designation	Date
Prepared by	Sri.N.S. Hanumantha Rao Rao	Assistant Professor of Chemistry	12.10.2020
Reviewed by	Sri. I.L.N. Chandra Sekhar Rao	Assistant Professor of History	15.10.2020
Approved by	Dr.G. Krishanaiah	Principal	20.10.2020

TITLE : ASSESSMENT AND ACCREDIATION

SECTION: COLLEGE
REVISION No. 00

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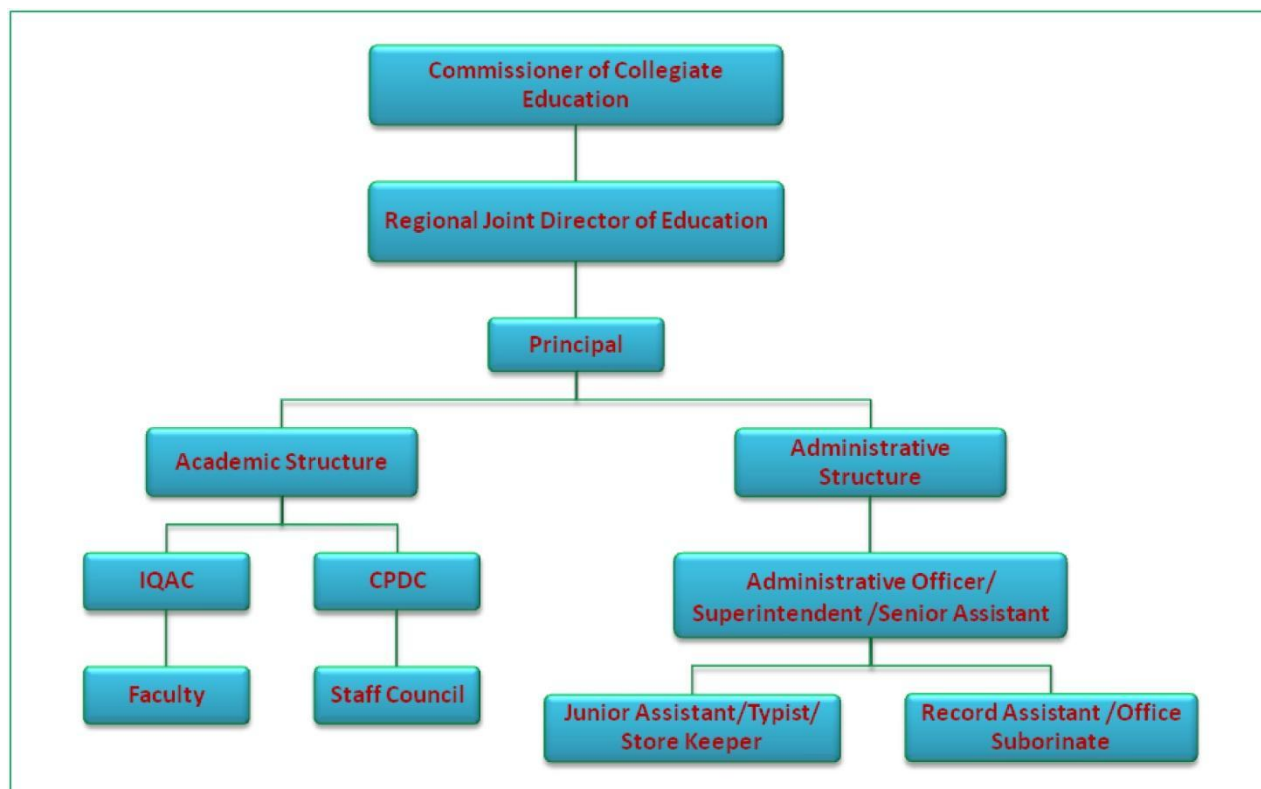
S.No.	Name of Criteria	Key Indicators
1	CURICULAR ACTIVITIES	1.1 Curriculum Design and Development 1.2 Academic Flexibility 1.3 Curriculum Enrichment 1.4 Feedback System
2	TEACHING-LEARNING & EVALUATION	2.1 Student Enrolment and Profile 2.2 Catering to Student Diversity 2.3 Teaching-Learning Process 2.4 Teacher Profile and Quality 2.5 Evaluation Process and Reforms 2.6 Student Performance and Learning Outcomes 2.7 Student Satisfaction Survey
3	RESEARCH, INNOVATION, CONSULTATION & EXTENSION	3.1 Promotion of Research and Facilities 3.2 Resource Mobilization for Research 3.3 Innovation Ecosystem 3.4 Research Publications and Awards 3.5 Consultancy 3.6 Extension Activities 3.7 Collaboration
4	INFRASTRUCTURE & LEARNING RESOURCES	4.1 Physical Facilities 4.2 Library as a Learning Resource 4.3 IT Infra structure 4.4 Maintenance of Campus Infrastructure
5	STUDENT SUPPORT&PROGRESSION	5.1 Student Support 5.2 Student Progression 5.3 Student Participation and Activities 5.4 Alumni Engagement
6	GOVERNANCE, LEADERSHIP AND MANAGEMENT	6.1 Institutional Vision and Leadership 6.2 Strategy Development and Deployment 6.3 Faculty Empowerment Strategies 6.4 Financial Management and Resource Mobilization 6.5 Internal Quality Assurance System (IQAS)
7	INSTITUTIONAL VALUES AND BEST PRACTICES	7.1 Institutional Values and Social Responsibilities 7.2 Best Practices 7.3 Institutional Distinctiveness

TITLE : CORE ACTIVITIES

SECTION: COLLEGE
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Curricular	<ul style="list-style-type: none"> ☞ Admissions ☞ Affiliation to YVU University. ☞ Preparation of Time Table for B.A., B.Com., B.Sc. ☞ Distribution of workload to all faculty members. ☞ Preparation of Semester Wise Annual curricular Plans (ACPs) ☞ Implementation of ACPs through structured timetable ☞ Conducting Co-curricula activities and Extracurricular activities.
Co- Curricular	<ul style="list-style-type: none"> ☞ Certificate Courses/Add-on Courses ☞ Industrial Visits/Field trips ☞ Quiz/Assignments/ Group Discussions/ Study projects/Classroom Seminars ☞ Staff Training programs/ Faculty Forums ☞ Fitness training programmes
Examinations	<ul style="list-style-type: none"> ☞ Selecting a senior member as Examination coordinator ☞ Team of Examination committee conduct examinations in accordance with rules framed by the affiliating Yogi Vemana University <p>INTERNAL EXAMINATION</p> <ul style="list-style-type: none"> ☞ Two times internal exams are conducted and the best of the two is taken into account. ☞ 5 marks for assignments and 5 marks for seminar, 5 marks for attendance 10 marks internals, best of the 2 internal exams are allocated ☞ All question papers for Internal exam are prepared by concerned lecturers
Administrative	<ul style="list-style-type: none"> ☞ Office ☞ TC & Bona fide ☞ Organizing Staff Meetings
Developmental	<ul style="list-style-type: none"> ☞ Infrastructure ☞ Physical Facilities

TITLE : ORGANIZATIONAL CHART**SECTION:** COLLEGE
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TITLE : PRINCIPAL ROLE AND RESPONSIBILITY

SECTION: COLLEGE
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Qualification:

- ☞ PG with 55%
- ☞ Ph.D. in relevant subject
- ☞ 15 years of teaching experience
- ☞ Must clear Accounts Test

Academic Responsibilities

- ☞ Supervision over students and maintenance of discipline in the college.
- ☞ He will plan and supervise the execution of annual academic plans, co-curricular and extracurricular activities, in consultation with the staff of the college.
- ☞ Issue of TC and Conduct Certificate to the outgoing students.
- ☞ Ensuring regular curricular activities in all disciplines.
- ☞ Encouraging concerted academic endeavours to create learning ambience.
- ☞ Steering the research and innovation activities in the college.
- ☞ Arranging academic seminars/workshops in association with external agencies.











Administrative Responsibilities

- ☞ Sanction Casual Leave to Teaching Staff and Non Teaching Staff.
- ☞ To sanction medical reimbursement to Gazetted Officers and Non Gazetted Officers.
- ☞ Sanction increments to the teaching and non-teaching staff.
- ☞ Constitutes different committees for smooth functioning of the college.
- ☞ To conduct Annual review of stocks and other assets of the institution as on 31st March every year.
- ☞ Responsible for the overall development of the college.

Financial Responsibilities

- ☞ Drawing and Disbursement of Salary to the staff.
- ☞ Preparation of number statements for the budget
- ☞ To distribute sanctioned budget to various departments of the college.
- ☞ To sanction bills towards expenditures and purchases done for the development of the college
- ☞ Monthly reconciliation of all Plan and Non Plan expenditure with Treasury figures.
- ☞ Preparation of UGC Plan Proposal for a plan period.
- ☞ Monthly verification of Cash books and Cheque books

TITLE : VICE-PRINCIPAL ROLE AND RESPONSIBILITY**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020**Qualification:** **Seniormost Faculty****Responsibilities**

-  This is a non cadre post with no additional remuneration and administrative & financial powers of delegation.
-  The Purpose of this post is to extend help to the Principal in the matters of Academic nature and handle day to day affairs in the absence of Principal.
-  The appointment authority is the Principal of the concerned college.
-  Vice Principal help set the agenda for monthly staff meetings and form committees for lecturers
-  Attends various administrative and academic meetings and represents College in the DRC meeting, scholarship meetings and Commissioner meetings in the absence of Principal
-  Vice Principal regularly meet with personnel, Students, Lecturers and parents and settles many issues
-  Looks after Overall College Discipline
-  Monitors Student attendance daily
-  Adjusts work to the other faculty members in the absence of other Lecturers.
-  He speaks to students who are sent to the office for inappropriate behavior and determines the consequence

TITLE : EXAMINATION COORDINATOR**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020**Responsibilities**

- ☞ Course Registration by the students.
- ☞ Handling requests by the students for course/subject change
- ☞ Preparation of schedule for Internal examinations.
- ☞ Receive Question Papers from the affiliating university
- ☞ Arrangement for Vigilance Squads for visiting halls
- ☞ Visit various examinations halls
- ☞ Arrangement for collecting the answer books from the various examinations halls
- ☞ Receive the report of the unfair means cases reported by the Superintendent from the Examination halls.
- ☞ Attends the various examination related grievances of the students.
- ☞ Deal with the cases of Unfair means, lapses on the part of the students.
- ☞ Process bill related to examination activities.
- ☞ Guide the faculty to enter the internal marks in the university examination portal





TITLE : NCC OFFICER ROLE AND RESPONSIBILITY**SECTION: COLLEGE**
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DATE: 15.10.2020**Responsibilities**

- ☞ He/She has to perform the duties as per the directions given by the Principal from time to time.
- ☞ He/She has to conduct NCC activities at Institution level in co-ordination with the Commanding Officer of NCC unit.
- ☞ He/She has to conduct NCC days, supervise parades on the occasion of Independence Day, Republic day and other functions with the NCC Cadets.
- ☞ He/She should provide security services through NCC Cadets whenever programmes are conducted at the institution.
- ☞ He/She should encourage / prepare the students to attend NCC Camps and also to participate in the examinations conducted like 'B', 'C' certificates which will ensure them to get into police or defense services.
- ☞ He/She should encourage the students to work in co-ordination with local police whenever they are asked to assist during any functions or processions or elections.
- ☞ He/She should encourage the students to participate in rehabilitation programmes like floods, pandemic situations, earthquakes, any other natural calamities.




TITLE : NSS PROGRAMME OFFICER ROLE AND RESPONSIBILITY**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 2**
DATE: 15.10.2020**Responsibilities**

The Programme Officer plays the role of an organizer, an educator, as a motivator, a Coordinator, a supervisor, an administrator, and public relation officer to improve the quality and magnitude of NSS Programmes in the college. His/her functions can be stated as under.




1. An a Organiser

-  To interpret the scheme to the students / volunteers and other members of the college community and create awareness about the NSS Programmes.
-  To provide information about NSS motto aims and objectives, philosophy and activities.
-  To enlist cooperation and coordination of community, agencies, government departments and non-governmental agencies.
-  To select or adopt the village/slum for service projects on the basis of utility and feasibility.




2. As an Educator

-  To prepare and conduct the orientation Programme for NSS Volunteers, explain them about the concept of social service.
-  To prepare and teach them the methods and skills required for achieving the objectives of the NSS scheme.
-  To promote community education through meetings, talks, new bulletins, discussions etc.

3. As a Motivator

-  He/she co-ordinate the NSS activities in accordance with the volunteers ability and community demands.
-  He/She coordinates various external resources available in the forms of government services, welfare agencies and voluntary organizations for the success of the NSS Programmes.
-  He/She coordinates internal resources available in the form of teaching expertise of teachers for enhancing the knowledge and skills of the students in implementation of the NSS scheme.

9. As a Suprvisor

-  He/She supervises the NSS Programme undertaken by Volunteers.
-  He/She supervisory and consultative skills should enable students to set realistic goals and see problems as a challenge and take appropriate steps to solve them.
-  He/She to assist in evaluation and follow-up work.

6. As an Administrator

- ☞ He/She to keep the principal or Chairman of NSS, College advisory committee and the programme Coordinator of the University informed of the University informed of the programmes of the Unit.
- ☞ To run day-to-day administration of the programmes.
- ☞ To attend correspondence regularly between college and university.
- ☞ To prepare progress report periodically for submission to college and university.
- ☞ To maintain record of volunteers participation and programmes undertaken.
- ☞ To keep accounts a

7. As a Public Relation Person

- ☞ To inform the community about the NSS programmes through press reports, radio and television programmes.
- ☞ To create awareness, through pamphlets, seminars and meetings.
- ☞ To initiate to create awareness for image building of NSS in order to inspire and motivate the NSS Volunteers.

+TITLE : IQAC ROLE AND RESPONSIBILITY**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020**Responsibilities**

- ☞ Preparation and control of quality system documents.
- ☞ Organizing training in quality system, ensuring that the employees understand the quality policy, objectives and working of the installed quality system.
- ☞ Planning and implementation of internal quality audits.
- ☞ Maintaining the quality system & reporting on its functioning; implementation of all corrective and preventive actions.
- ☞ Liaison with the external agencies/bodies on matters related to quality system.
- ☞ Maintenance of Records of the operative Quality System and its constituent documents.
- ☞ Holding Review Meetings and updating the Quality System.
- ☞ Coordination all Quality initiatives such as NAAC, QMS ranking etc. on behalf of the college.
- ☞ Feedback collection from students and other stakeholders and its analysis.
- ☞ Submission of AQARs every year to the NAAC, Bangalore.

TITLE : ACADEMIC CO-ORDINATOR ROLE AND RESPONSIBILITY**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020**Responsibilities**

- ☞ Coordinates in the preparation of the time-table for all the programmes in the college
- ☞ Whether it is the development of educational programs, faculty development, recruitment or any other activity, he plays an active part in planning these activities.
- ☞ He recommends best methods for these activities to attain desired results.
- ☞ All the short term and long term programs of an educational institute are evaluated by the academic coordinator.
- ☞ He communicates with the participants of the programs to find out whether it has been effective and if not, then the measures that need to be taken to improve the programs in future.
- ☞ An academic coordinator leads all the programs including research projects of students and faculties.
- ☞ He provides necessary assistance to the faculty and staff and other personnel in the institute.
- ☞ Documents the ongoing activities and programs in the institute.
- ☞ He prepares and presents reports to the Principal

TITLE : INCHARGE OF THE DEPARTMENT ROLE AND RESPONSIBILITY**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ This is a non cadre post with no additional remuneration.
- ☞ The purpose of this post is to extend help to the Principal in the matters of Academic nature and handle day to day affairs in the department.
- ☞ The appointment authority is the Principal of the concerned college. (4)He/She is authoritative to distribute the workload to individual teachers.
- ☞ Designing of curriculum and recommendation for introduction of new courses.
- ☞ Setting up of labs, in line with Yogi Vemana University requirements.
- ☞ Nominating staff to attend training Program / Faculty Development Program (both internal and external).
- ☞ Recommending of equipment to be purchased.
- ☞ Screening of quotations and selection of suppliers for purchasing consumables.
- ☞ Redressal of department staff grievances.
- ☞ Procurement of books pertaining to the department.

TITLE : SENIOR/JUNIOR ASISSTANT ROLE AND RESPONSIBILITY**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ The Assistant should enter all tappals received in the inward register and submit them to Superintendent for distribution to the concerned assistants.
- ☞ After receiving the tappals they should be entered in the personal register (maintained in the prescribed format) by the concerned assistant.
- ☞ While registering the current they will be sorted out in two groups, the new currents and reference received on old currents.
- ☞ All details of the new currents be clearly entered in the P.R in the columns prescribed. The reference and old currents need only to be indexed in one line indicating from whom it is received. The subject needs to be clearly mentioned in the references.
- ☞ All details of the new currents be clearly entered in the P.R in the columns prescribed. The reference and old currents need only to be indexed in one line indicating from whom it is received. The subject needs to be clearly mentioned in the references.
- ☞ The assistant should initiate the note pointing out the facts and the rule position in the note file opened on the current.
- ☞ The note file is continuous All details of the new currents be clearly entered in the P.R in the columns prescribed. The reference and old currents need only to be indexed in one line indicating from whom it is received. The subject needs to be clearly mentioned in the references us with page numbers and para numbers. ☐ The assistant should initiate the note pointing out the facts and the rule position in the note file opened on the current. The note file is continuous with page numbers and para numbers. The currents on the subject are maintained in current file. The note file and current file are always together in the dale file pad.
- ☞ The assistant should maintain a 'Reminder Diary' in prescribed proforma. Month wise record of reminders to be sent should be maintained. It is the duty of the assistants to verify the reminders for the day and issue them promptly and enter the same in the reminder diary.
- ☞ The assistant should also maintain the register of court cases and register of disciplinary cases.
- ☞ The assistant should bring forward all indisposed files to the current years personal file on the 1st of April every year.
- ☞ When the file is disposed of finally the assistant should send it to the record room by rounding off the current number in P.R with red ink. The type of disposal be noted on the file before sending it to stock.
- ☞ The assistant should dispose off the file within three working days of its receipt by him/her.
- ☞ The Senior and Junior Assistants are accountable to the Superintendent of the office.

**TITLE : LAB ASSISTANT ROLE AND RESPONSIBILITY
(FOR SCIENCE LABS)****SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ To maintain the Stock Register and Consumable Registers.
- ☞ To find out the requirements for consumables for the laboratory and procure the same, before the start of every semester.
- ☞ To see that the infrastructure facilities in the labs are adequate so that each batch has ample opportunity to complete practical's satisfactorily.
- ☞ To organize the laboratory for oral and practical examinations.
- ☞ To hold those responsible for any breakage / loss etc. and recover costs.
- ☞ To ensure the cleanliness of the lab and switch off all equipment after use.
- ☞ Requisition of consumables shall be submitted to the HOD, who in turn shall verify the same and forward to the Principal for necessary action.
- ☞ The Lab. Assistants are required to assist the respective Lab in-Charge for smooth functioning of the laboratories.
- ☞ Lab Assistants and in charge shall be available for maintenance and care of resources/services of the institute
- ☞ All the Lab. Assistants, in coordination with the respective Lab In-Charge, are required to report matters, like maintenance/repairing, theft, damage etc. within the respective labs, to the HOD through faculty in charge of lab.

**TITLE : LAB ASSISTANT ROLE AND RESPONSIBILITY
(FOR COMPUTER LABS)****SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ Maintain Log book.
- ☞ **printing** documents and understanding and using certain operating systems.
- ☞ To maintain the Stock Register for Software's and Hardware's
- ☞ Maintain Consumable Registers like toners, cartridges etc..
- ☞ Offers general consultations for people who are working or studying in the lab.
- ☞ Present on software packages and applications and develop **lab** templates
- ☞ Respond to queries and introduce students to use of **computers** and peripheral equipment.
- ☞ Manage laboratory software, test materials and hardware to ensure security.
- ☞ provides lab users with assistance on hardware issues, installing and using software programs,
- ☞ To find out the requirements for consumables for the laboratory and procure the same, before the start of every semester.
- ☞ To see that the infrastructure facilities in the labs are adequate so that each batch has ample opportunity to complete practical's satisfactorily.
- ☞ To organize the laboratory for oral and practical examinations.
- ☞ To hold those responsible for any breakage / loss etc. and recover costs.
- ☞ To ensure the cleanliness of the lab and switch off all equipment after use.
- ☞ Requisition of consumables shall be submitted to the HOD, who in turn shall verify the same and forward to the Principal for necessary action.
- ☞ The Lab. Assistants are required to assist the respective Lab in-Charge for smooth functioning of the laboratories.
- ☞ Lab Assistants and in charge shall be available for maintenance and care of resources/services of the institute
- ☞ All the Lab. Assistants, in coordination with the respective Lab In-Charge, are required to report matters, like maintenance/repairing, theft, damage etc. within the respective labs, to the HOD through faculty in charge of lab.

TITLE: HERBARIUM KEEPER ROLE AND RESPONSIBILITY**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ This post is for Botany department only.
- ☞ Fumigates, presses, and mounts plant specimens, and maintains collection records of herbarium maintained by the institution Records identification information concerning incoming plants.
- ☞ Places specimens in fumigation cabinet and turns valves to release toxic fumes that destroy insects, fungus, or parasites adhering to specimens.
- ☞ Arranges specimens between sheets of unsized paper so that upper and under portions of leaves, blossoms, and other components are visible, and pads paper with layers of felt and newsprint to protect specimens.
- ☞ Arranges specimens between sheets of unsized paper so that upper and under portions of leaves, blossoms, and other components are visible, and pads paper with layers of felt and newsprint to protect specimens.
- ☞ Places specified number of stacks in pressing frame and writes identification information on top layer of paper on each stack.
- ☞ Secures frame around stacks by tightening frame section with screws, fastening with leather straps, or tying with twine, to compress stacks and press and dry specimens in desired configuration.
- ☞ Mounts dried specimens on heavy paper, using glue, adhesive strips, or needle and thread, taking care to prevent distortion or breakage of specimens.
- ☞ Writes identification information on papers and inserts mounted specimens in labeled envelopes or folders.

TITLE: STORE KEEPER ROLE AND RESPONSIBILITY**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ To receive the materials supplied by the vendor as per the purchase order placed by the Purchase Department.
- ☞ To check the materials thoroughly for quality, quantity, specification condition, condition etc.
- ☞ To categorize the materials category wise and stock in the appropriate locations.
- ☞ To take appropriate action for care and preservation of the materials.
- ☞ Periodical stock verification and ensure correctness of stock at all times.
- ☞ To take safety measure for the ensuring safety of store house, materials and men working in store.
- ☞ To maintain the neatness and tidiness of storehouse.
- ☞ To issue materials to the departments as per the indents.
- ☞ To issue materials to departments as per the schedule.
- ☞ To pass the bills of the materials received from vendor and send it to Accounts department for payment.
- ☞ To carry out periodical condemnation board for the unserviceable materials
- ☞ To take action for disposal of scraps materials as per the procedure
- ☞ To maintain all the documents up to date.

TITLE: LECTURER'S (ASSISTANT PROFESSORS/ASSOCIATE PROFESSORS) ROLE AND RESPONSIBILITY**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020****Responsibilities**

- ☞ The Lecturer has the primary duty to disseminate knowledge in his /her subject to all students
- ☞ At the beginning of the academic year, the lecturer in-charge of the department should distribute syllabus to the members of the department, by convening the members of all staff members in the department.
- ☞ Taking into consideration the number of working days and periods available for each subject, the month-wise annual plan should be prepared for each lecturer in the department. Provision should be made for revision of the syllabus before the end of the academic year.
- ☞ The lecturer should follow the month-wise annual plan and complete the syllabus allotted to him/her. In case of any dislocation in working days, either due to disturbance or due to his/her own absence in the college, the syllabus should be completed by taking extra classes.
- ☞ The Lecturer should inform the students regarding the schedule coverage of syllabus.
- ☞ The lecturer-in-charge of the department should review the progress of coverage of syllabus at the end of every month and inform the Principal. If the schedule is not completed, he should discuss with the lecturer concerned and plan for completion of the backlog in the succeeding month.

TITLE: LIST OF RECORDS

SECTION: COLLEGE
REVISION No. 00

PAGE NO. 1 OF 1
DATE: 15.10.2020

S.No.	Name of the record	Record No.	Location	Maintained by	Retention period of the record	Remarks
1.	Inward & outward Register	1	office	Record Asst/Sr Asst.	8years	
2.	Staff Service Registers	2	Office	Record Asst/ Sr Asst	8years	
3.	Personal files of employees	3				
4.	Stock Register of Stationery	4	Office	RecordAsst/ Store Keeper	8years	
5.	Stock Register of furniture	5	Office	Record Asst/ Store Keeper-I	8years	
6.	Special fee Register	6	Office	Record Asst/ S.r Asst	8years	
7.	Restructured/course fee	7	Office	Record Asst/ Sr Asst	8years	
8.	Scholarships Register	8	Office	Store Keeper-I Sr Asst	8years	
9.	Admissions Register	9	Office	Admissions Committee	8years	
10.	TBR	10	Office	Sr.Asst	8years	
11.	Sports stock Register	11	Sports Room	Physical Director	8years	
12.	Library accession	12		Library staff	8years	
13.	Ledger Register	13	Office	Sr Asst/ Record Asst	8years	
14.	NSS Register	14		NSS Co-ordinator	8years	
15.	CPDC cash book	15	Office	Sr.Asst	8years	
16.	TC & Bonafide books	16	Office	Record Asst/ Sr Asst	8years	
17.	Equipment Register	17	Science Lab	RecordAsst/ Herb.Keeper	8years	
18.	Staff council Register	18	Office	RecordAsst/ StoreKeeper	8years	
19.	General Staff Register	19	Office	Record Asst/ Sr Asst	8years	
20.	Special fee Committee Register	20	Office	Sr.Asst/Record Asst	8years	
21.	Staff attendance Registers	21	Office	Record Asst/ Sr Asst	8years	

22.	Students Attendance Register	22	Office	Teaching staff	8years	
23.	C.L. Register	23	Office	Record Asst/ Sr Asst	8years	
24.	Medical reimbursement claims Register	24	Office	Record Asst/ Sr Asst	8years	
25.	Late Attendance	25	Office	Store Keeper/Sr Asst	8years	
26.	State Budget	26	Office	Sr.Asst	8years	
27.	Postal Account Register	27	Office	Record Asst	8years	
28.	Office orderRegister	28	Office	Sr Asst	8years	
29.	RTI Register	29	Office	Sr Asst	8years	
30.	Register for disciplinary cases	30	Office	Store Keeper /Record Asst	8years	
31.	Consumable stock Register	31	Office	Herb.Keeper	8years	
32.	Increment	32	Office	Sr Asst	8years	
33.	Non-Government Cash book	33	Office	Sr Asst	8years	
34.	PD account Book	34	Office	Sr Asst	8years	
35.	Temporary advance Register	35	Office	Sr Asst	8years	
36.	Issue Register	36	Office	RecordAsst/ StoreKeeper	8years	
37.	Non consumable stock Register	37	Office	Store Keeper	8years	
38.	Daily Fee Collection Register	38	Office	Sr Asst	8years	
39.	CautionMoney DepositRegister	39	Office	Sr.Asst	8years	
40.	Scholarships Register	40	Office	Store Keeper/ Sr Asst	8years	
41.	Fee Register	41	Office	Sr.Asst	8years	
42.	Students central attendance Register	42	Office	Store Keeper/ Sr Asst	8years	
43.	Students Marks Registers	43	Office	Record Asst/ Sr Asst	8years	
44.	Land and building records	44	Office	Record Asst/ Sr Asst	8years	
45.	Pay Bill Register	45	Office	Sr.Asst	8years	
46.	Cheque book details Register	46	Office	Sr Asst	8years	
47.	Placement Register	47	Office	JKC Co-ordinator	8years	
48.	Alumni Register	48	Office	JKC Co-ordinator	8years	
49.	Consolidated purchase Register	49	Office	Sr.Asst	8years	
50.	Cadre strength/scale Register	50	Record Asst/ Sr Asst	8years	Record Asst/ Sr Asst	

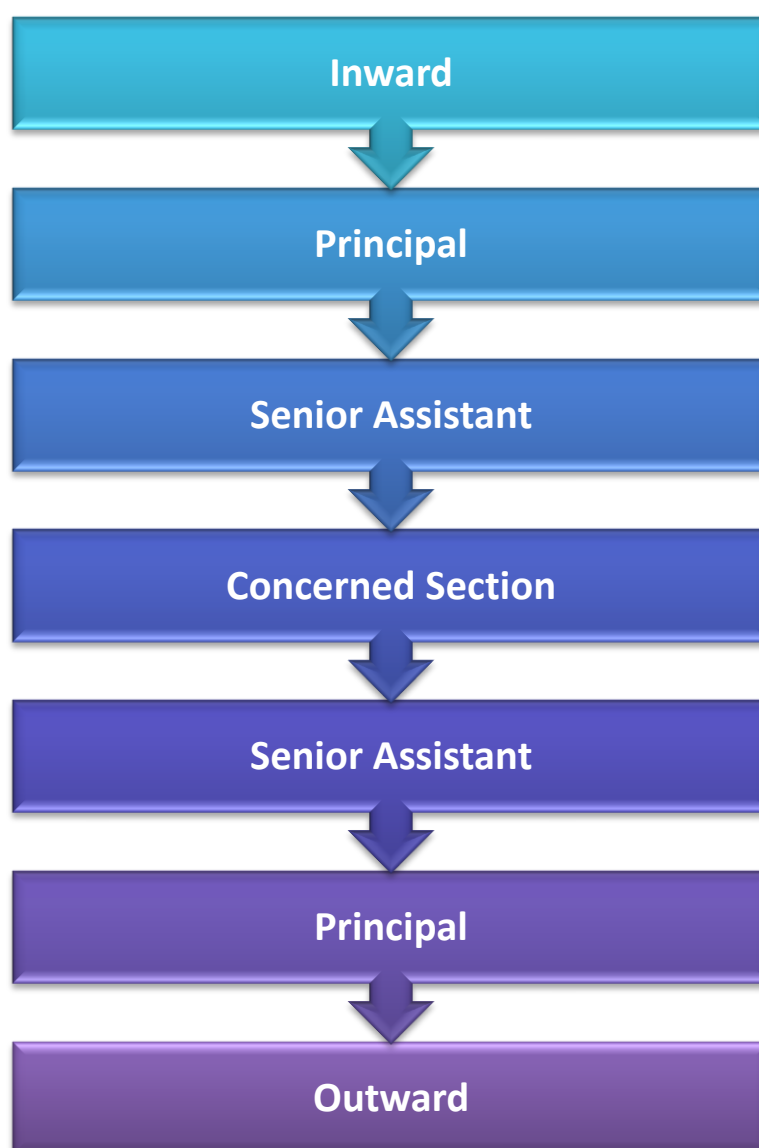
TITLE: LIST OF ACADEMIC RECORDS

SECTION: COLLEGE
REVISION No. 00

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DATE: 15.10.2020

S.No.	Name of the record	Location	Maintained by	Remarks
1.	Syllabus	Individual Departments	Head of the Department	
2.	Teaching Diary	Individual Departments	Individual teaching staff member	
3.	Synopsis	Individual Departments	Individual teaching staff member	
4.	Assignments	Individual Departments	Individual teaching staff member	
5.	Health & insurance	Office	Office	
6.	Mentor -Mentee	Individual Departments	Individual teaching staff member	
7.	Students study projects	Individual Departments	Individual teaching staff member	
8.	Practicals attendance registers	Individual Departments	Individual Departments	
9.	TBR	Office	Sr.Asst	
10.	Alumni registers	Alumni Committee	Alumni Committee	
11.	OC & RC	Individual Departments	Office/Record Assistant	
12.	Research Project	Individual Departments	Individual teaching staff member	
13.	Seminars & workshops	Individual Departments	Individual teaching staff member	
14.	Extension activities	Individual Departments	Individual teaching staff member	
15.	Academic & Social responsibility	Individual Departments	Individual teaching staff member	
16.	Workload	Individual Departments	Head of the Department	
17.	Consultancy	Individual Departments	Head of the Department	
18.	Best Practices	Individual Departments	Head of the Department	
19.	Departmental activity register	Individual Departments	Head of the Department	
20.	Subject wise results	Individual Departments	Head of the Department	
21.	Progression register	Individual Departments	Head of the Department	

22.	Certificate courses register/SEC/TSK register	Individual Departments	Head of the Department	
23.	Departmental Library	Individual Departments	Head of the Department	
24.	Stock register	Individual Departments	Head of the Department	
25.	MANA TV/TSAT register	MANA TV Coordinator	MANA TV Coordinator	
26.	Attendance Registers	Individual Departments	Head of the Department	
27.	Gold Medals register	Office	Head of the Department	
28.	Lab register	Lab Attender	Head of the Department	
29.	Subject Forum	Individual Departments	Head of the Department	
30.	CDS/Study material/ Competitive Exam Material	Individual Departments	Head of the Department	

TITLE: FILE FLOW CHART**SECTION:** COLLEGE
REVISION No. 00**PAGE NO.** 1 OF 1
DATE: 15.10.2020

TITLE: CHECKLIST FOR IMPLEMENTATION**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020

What	When	Who
Bio-Metric Attendance (BMA) of staff & students	Daily	HOD's/Principal
Students BMA reports	Once in a fortnight	HOD's/Principal
Staff log books	Once in a week	HOD's/Principal
Staff BMA reports for drawing salaries	Once in a month	Principal/Senior Assistant
Registers pertaining to sessional and practical marks	Once in a semester/half yearly	HOD's/Principal
Up dation of SR's of staff members	Once in a month	Senior Assistant/Principal
Proceeding letter for release of annual increments to staff members	Once in a year	Principal
Verification of stock registers of all the laboratories, stores and library	Once in a year	Staff/HOD's/Principal

TITLE: LIST OF IMPROVEMENTS**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
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Academic

- ☞ To achieve 100% pass percent again each subject and in every grade
- ☞ To increase internships in the subjects.
- ☞ To arrange field visits to all students.
- ☞ To arrange Educational tours for all the students
- ☞ To increase admissions
- ☞ To arrange study hours in the evening 3 P.M to 5 P.M

TITLE: INFRASTRUCTURE FACILITIES**SECTION: COLLEGE
REVISION No. 00****PAGE NO. 1 OF 1
DATE: 15.10.2020**

S.No.	Infrastructure Particulars	Number Available				TOTAL
		BA	BCom	BSc	Common to All	
1.	Class Rooms	03	06	10		19
2.	Digital Class Rooms	01	01	01		03
3.	Virtual Class Room				01	01
4.	Library				01	01
5.	Laboratories	00	01	07		08
6.	JKC/ELL LAB				01	01
7.	MANA TV Room				01	01
8.	IQAC Room				01	01
9.	Office Room				01	01
10.	Gym				01	01
11.	R.O. System				01	01
12.	Public Addressing System				01	01
13.	Solar Power Generation Unit (10 KV)				01	01
14.	Biometric Devices				06	06
15.	Ladies Waiting Room				01	01
16.	Cycle Shed				02	02
17.	Mushroom Cultivating Room				01	01
18.	Skill Development Center				01	01

TITLE: STAFF COUNCIL

SECTION: COLLEGE
REVISION No. 00

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DATE: 15.10.2020

S.No.	Name	Designation	Designation in the Staff Council
1.	Dr. G. Krishnaiah	Principal	Chairperson
2.	Sri. ILN. Chandra Sekhar Rao	Vice-Principal	Secretary
3.	Sri. K. Venkata Narasaiah	Incharge, Dept. of Commerce & Computer Applications	Member
4.	Sri.V. Harischanra	Incharge, Dept. of Political Science	Member
5.	Sri.S. Mahaboob Bhasha	Incharge, Dept. of Physics	Member
6.	Sri. NS. Hanumantha Rao	Incharge, Dept. of Chemistry & Computer Science	Member
7.	Sri. B. Adinarayana	Incharge, Dept. of Botany & Zoology	Member
8.	Sri. T. Hazarathaiah	Incharge, Dept. of Telugu & Hindi	Member
9.	Sri.N. Venkateswara Reddy	Incharge, Dept. of Mathematics & Statistics	Member
10.	Dr. B. Ramachandra	Incharge, Dept. of Economics	Member
11.	Smt. J. Mohanavalli	Incharge, Dept. of English	Member
12.	Sri. B. Mallikarjuna	Senior Assistant	Member

☞ Staff Secretary is elected by the Principal. The term of staff secretary shall be 1 year.

☞ The meeting of the council shall be convened at such times as the Principal may consider necessary.

Functions of the Staff Council:

- ☞ It is the advisory body to help the Principal in academic matters and in the maintenance of discipline.
- ☞ Staff Council Shall
- ☞ Facilitate communication among teaching , non teaching staff and the Principal
- ☞ Make regulations for sports ,extra-curricular activities ,proper maintenance and functioning of the playgrounds
- ☞ Participate, assist and advise the Principal in nominating staff representatives to serve on Institutional committees
- ☞ Promote and advocate staff professionalism and support opportunities for leadership development.
- ☞ Plan celebration of important days and other co-curricular activities.
- ☞ Perform such other functions as may be assigned by thePrincipal

TITLE: LIST OF COMMITTEES

SECTION: COLLEGE
REVISION No. 00

PAGE NO. 1 OF 1
DATE: 15.10.2020

S.No.	Name of the Committee	Functions of the Committee
1.	IQAC (NAAC/NIRF/AISHE/ISO) Committee	➤ Quality improvement planning and implementation, documentation, data collection for various accreditation /for ranking etc.
2.	Admission Committee	➤ Monitors the entire admission process.
3.	Academic Committee	☞ The Committee helps the students in understanding the course requirement under the CBCS. And reviews academic records of Students to evaluate academic progress.
4.	Time-table committee	☞ The committee configures the time table for all the departments.
5.	Students Union Committee	
6.	UGC Committee	➤ The committee advice to tap more funds/grants for the development of college/needs of the students, and prepares DPRs for taping more funds from UGC in various schemes.
7.	RUSA Committee - Governing Body & Project monitoring unit:	➤ The committee prepares the DPRs for taping the grants from the RUSA based on the needs of the institution. After sanctioning grants every project monitor by the project monitoring committee.
8.	JKC Committee	☞ Provides intensive training to students in employable skills and arranging job drives to facilitate the placement of trained students.
9.	DRC Committee	➤ The convener attends DRC meetings and conveys the college needs to the DRC for assistance in academic and other matters.
10.	Science Committee	➤ The science dept in charges are in this committee. The committee resolves and distributes the contingent charges as per the availability of the funds and needs of the depts. To maintain the equipment and depts..
11.	Games & Medical Inspection Committee	☞ Conducts competitions to students in sports and games in the college and encourages to participate in competitions conducted by other institutions. The committee takes care of funds allocated to sports. ☞ Keeping a good standards of hygiene in the

		campus by maintain proper sanitation facilities and campus cleaning programs. Provide counseling to the students for various health issues by expert doctors.
12.	Library Committee	➤ Conducts meeting with all departments, students and faculty needs, suggestions for procuring books, e-books, journals, reference books, e-resources and facilities, maintenance etc in the library and the same procured with available budget/grants etc.
13.	Discipline Committee	➤ The discipline committee is responsible for the discipline in the institution. Daily monitors the discipline in the institution and suggest the measures and precautions to improve the institution discipline
14.	Women Empowerment Committee	☞ Arranging awareness programmes on gender sensitization to all the students and make girl students aware of their health, self- defence etc, conduct various competitions to girl students and celebrates important days relating to women.
15.	Attendance & Scholarship Committee	☞ Reviews the BMA of the students monthly and inform the parents of the students who have below 75% attendance. ☞ Make arrangements for various welfare schemes sanctioned by the government to the students and follow up to make sure scholarship was received.
16.	Career Guidance Cell	☞ The Committee invites experts from different sectors to increase exposure regarding choices of careers of the students. Committee helps in reducing the fear and hesitation of the students by conducting mock interviews and model exams results in improving students' communication skills.
17.	Calendar/Handbook/Magazine Committee	☞ Prepares and publish College Calendar/Handbook/Magazine annually.
18.	Eco-Club committee	☞ Keep the campus clean and green. Create awareness and sensitivity among students towards environmental concern through conducting Swatcha Bharath, plantation drives and awareness campaigns.
19.	YRC & RRC Committee	☞ Make Students will spread awareness over HIV/AIDS and arrange Blood donation camps to promote regular

20.	NCC Committee	
21.	NSS Committee	☞ Education through Service 'is the purpose of NSS. The committee arranging programmes to NSS volunteers to develop a sense of social and civic responsibility among them.
22.	Research Committee	☞ Enhances research ambiance by encouraging faculty and research scholars in preparing and publishing research papers in National and international journals.
23.	Consumer Club Committee	
24.	Purchase & Repairs Committee	☞ The Committee makes entire purchases for science labs and office as per the guidelines of UGC and State Govt. Budgets..
25.	Furniture Verification Committee	☞ Monitors the furniture and stationery requirements of the college
26.	Audio - Visual Committee	☞ This committee maintains the audio – Visual equipment of the college
27.	LMS & Mana - TV Committee	☞ The committee maintains the Mana TV sets and make arrangements to watch the live programs for the Students concerned.
28.	Anti-Ragging Committee	☞ The Committee taking anti – ragging measures as per the guidelines issued by the UGC and frames rules and regulations to maintain discipline within the college.
29.	Grievances Redressal Cell	☞ Investigate and review complaints of students and faculty of the College.
30.	Remedial Coaching Committee	☞ Organizing activates for developing student's academic and personal abilities, special coaching for slow learners and addressing and solving their various issues.
31.	Literary & Cultural Committee	☞ Conducts various competitions related to cultural, literacy and fine arts to all the students at the college level, provides information about competitions conducted by other institutions and leads them for participation
32.	Special Fee & College Fee Committee	☞ Helps Students and parents in understanding the fee structure. ☞ Allocates funds to all the departments to meet the recurring expenses.
33.	Additional Special (Restructure Courses) Fee Committee	➤ Monitors Guest lecturers salaries, purchases, repairs and college development activities etc.
34.	Parent - Teacher Committee	➤ The committee arranges parent teachers

		meetings for the evaluation of students performances ,inviting the suggestions to improve the quality of the institutions, encouraging the parents to involve in the institution development activities etc.
35.	Examination & Result Analysis Committee	☞ The Committee undertakes both University examinations and House examinations. Also maintains course wise centralized marks list of total students of the college.
36.	Endowment Prizes Committee	
37.	Alumni Committee	☞ This committee organizes' Alumni meet' yearly once and do programmes to facilitate strong and healthy association between alumni and current students
38.	Press & Public Relations Committee	☞ The committee monitors the press coverage of the events conducted by the college and maintains the record.

TITLE: DO's and DON'T's

SECTION: COLLEGE
REVISION No. 00

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College	<p>DO's</p> <ul style="list-style-type: none"> ☞ Use only courteous and polite language and behave with decorum with the faculty, staff, students and guests of the college. ☞ Shall be regular and punctual in attending classes and all activities connected with the college. ☞ Read notices/circulars displayed on the college Notice Board/Web site. ☞ Ignorance of not reading any notice/circular thus displayed shall not be accepted as an excuse for failing to comply with the directions contained in it. ☞ All vehicles should be parked in the allotted place. ☞ Conduct induction program for fresher's, bridge courses for difficult subjects & remedial classes for slow learners. ☞ Inculcate proper & ambitious attitude in students. ☞ Display alumni performance & amenities available in college & goals of college. ☞ Respect the Philanthropist & founder of college & parents. ☞ Arrange gender sensitization programs frequently ☞ While attending college functions, students will conduct themselves in such a way as to bring credit to themselves and to the institution. ☞ The students are expected to take up all assignments, tests and examinations of this college seriously and try to perform the best. ☞ Each student of this college must always possess Student Identity Card with their photograph affixed on it and duly attested by the Principal. ☞ Use the resources of the college namely library, computers, equipment, transport, medical, communications, power etc. judiciously and effectively. ☞ Any genuine complaints file them to the concerned authority without fear. <p>DONT's</p> <ul style="list-style-type: none"> ☞ All shall desist from indulging in violence. ☞ Shall not talk or act in any manner in a way that would bring disrepute to the college. ☞ Gathering in groups at roads, entrance, exit and pathways is strictly prohibited.
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	<ul style="list-style-type: none"> ☞ Should not leave the class or attend it late under the pretext of paying fees, visiting the library etc. ☞ Smoking, consumption of any kind of alcoholic drinks/drugs inside the college is strictly prohibited ☞ Damaging the building or any other property of the college in any way is strictly prohibited. ☞ Indulging in Ragging and Eve Teasing are crimes and strictly ☞ prohibited by an act promulgated by the Government of Andhra Pradesh
Teaching Staff	<p>DO's</p> <ul style="list-style-type: none"> ☞ Mark attendance in the biometric machines provided in the college ☞ Be well prepared before you stand before the students. ☞ Be aware of student's previous knowledge and abilities, when planning activities. ☞ Maintain a proper dress code. ☞ Use Blended mode of Learning & Student centric methods. ☞ Use teaching methods based on the topic & student ability. ☞ Inculcate interest in subject using case study methods when time permits. ☞ Prepare video lessons as per your student requirements & post in LMS platform of CCE. ☞ Inform student's progress to parents time to time & conduct parent- teacher meetings at least twice once at the beginning of course & after midterm exams. ☞ Care students with pleasant smile. ☞ Follow the proverb " speaking is silver , listening is gold" ☞ Deliver feedback according to the criteria for student success (Do Acknowledge student's positive attributes) <p>DONT's</p> <ul style="list-style-type: none"> ☞ Don't be rude to students ☞ Don't deviate much from your teaching plan & time. ☞ Don't be overconfident ☞ Don't punish the whole class because of one student. ☞ Don't invade into student's privacy. ☞ Don't lose your love of learning

**Non- Teaching
Staff/Class IV
employees****DO's**

- ☞ Maintain absolute integrity at all times.
- ☞ Maintain absolute devotion to duty at all times
- ☞ Maintain independence and impartiality in the discharge of your duties.
- ☞ Maintain a responsible and decent standard of conduct in private life.
- ☞ Render prompt and courteous service to the students.
- ☞ Observe proper decorum during lunch break.
- ☞ Respect your Organization, fellow workers and students & avoid gossip.
- ☞ Don't share confidential data with external parties.
- ☞ Don't spread unnecessary things in student's mind.
- ☞ If any legal proceedings are instituted against you for the recovery of any debt or for declaring you as insolvent, report the full facts of such proceedings to the competent authority.
- ☞ Act in accordance with the college policies.
- ☞ In performance of duties in good faith, communicate information to a person in accordance with the 'Right to Information Act, 2005' and the rules made there under.
- ☞ Do not indulge in any act sexual harassment of any women at her workplace.
- ☞ Do not use your official position or influence directly or indirectly to secure employment for any number of your family in any company or firm.

DONT's

- ☞ Don't bribe the students
- ☞ Don't be over whelming
- ☞ Don't be over smart
- ☞ Do not undertake private consultancy work.
- ☞ Never adopt a casual attitude at work
- ☞ Do not consume any intoxicating drinks or drugs while on duty.
- ☞ Do not appear in public place in a state of intoxication.
- ☞ Do not indulge in any act sexual harassment of any women at her work place.
- ☞ Do not use your official position or influence directly or indirectly to secure employment for any number of your family in any company or firm. Maintain absolute devotion to duty at all times
- ☞ Maintain independence and impartiality in the discharge of your duties.

	<p>☞ Maintain a responsible and decent standard of conduct in private life.</p>
Students	<p style="text-align: center;">DO's</p> <ul style="list-style-type: none"> ☞ Be regular to the college ☞ Mark attendance in the biometric machines provided in the college ☞ Maintain college timings ☞ Attend college with uniform clothes. ☞ Be attentive in the class. ☞ Interact with teacher and other students in the class ☞ Complete your assignments and the projects in time ☞ Do apply for scholarships in time. ☞ Pay College fees in time, which are used for your welfare. ☞ Collect books & material prescribed by your teacher. ☞ Participate in peer teaching & peer learning ☞ Participate in all activities in the college. ☞ Your progress is the college progress ☞ Maintain silence while the class is going on. ☞ Collect & segregate waste papers & plastic for your sustainable future. ☞ Use laboratories properly ☞ You have to handle properly the equipment given to you. ☞ You have to handle properly the equipment given to you. ☞ It is the property of the college use it and see to it that it is passed on to your juniors ☞ Have lunch in waiting rooms provided for boys & Girls separately. ☞ Don't gather as groups at drinking water places. ☞ Switch off fans & lights while leaving classroom. ☞ Attend for study hours with chairs provided by the college. ☞ Maintain library timings. ☞ Use sports room when you are free / wants to choose it as supportive career. ☞ Participate in NCC/NSS activities with full enthusiasm. ☞ Keep wash rooms neat and clean ☞ Use dustbin for your litter ☞ Used sanitary napkins should be dumped in the dust bin only ☞ Help your friends when they are in need ☞ Use the canteen for your lunch and maintain neatness ☞ Maintain exam timings.

	<ul style="list-style-type: none"> ☞ Use JKC, ELL; MOOCs, certification programs as stepping stones of your job career including regular academics. ☞ Apply & participate in summer programs for UG students at prestigious institutes. ☞ Maintain the college timings ☞ Be answerable to your superiors ☞ Maintain all records properly ☞ Keep all records for auditing at the end of financial year ☞ Maintain separately the scholarship records of students ☞ Cooperation and coordination keeps the office environment healthy ☞ Procure funds from resources available for the development of College. Introduce job oriented courses & organize job drives. ☞ Maintain cordial & working ambience in College ☞ Don't be rude to students ☞ Never delay the work <p>DONT's</p> <ul style="list-style-type: none"> ☞ Don't be rude to your teachers and class IV employees. ☞ Don't waste your 1 st semester. ☞ Misconduct during examination, production of false information or documents for admission purpose and the failure to return materials taken on loan from the University would be seriously dealt with. ☞ Don't write anything on benches. ☞ Students should not involve themselves either directly or indirectly in any form of politics either inside or outside the College during their period of study. ☞ Use of mobile phones/other electronic gadgets such as ipod, iphone within the classrooms, laboratories, seminar halls and auditoriums is strictly banned. Violation of this rule by any student would result in impounding of these devices and strict Disciplinary action.
Laboratories	<p>DO's</p> <ul style="list-style-type: none"> ☞ Know the location of all safety and emergency equipment used in the lab ☞ Know fire drill procedures and locations of all exits. ☞ Know the location of the close stele phone. ☞ Familiarize yourself with all lab procedures before doing the lab exercise ☞ Report all accidents, hazards or chemical spills to the instructor (no matter how small). ☞ Keep you work area clean and clutter free.

- ☞ Tie back all long hair and remove dangling jewellery during lab. Always be sure that electrical equipment is turned in the off position before plugging it into a socket.
- ☞ Use extreme care when handling sharp objects.
- ☞ Dispose off all chemicals broken glass and other lab materials into the proper containers as directed by the instructor.
- ☞ When heating liquids in a test-tube always point the test-tube away from other students.
- ☞ Keep all materials away from open flames.
- ☞ Never work alone in the laboratory
- ☞ The equipment must be handled with utmost care.
- ☞ Apparatus must be washed before and after the experiment is over.
- ☞ Check all glass apparatus before use never use ordinary glass apparatus or cracked apparatus for any reaction.
- ☞ Check your burner the rubber tube and leakage of Gas before lighting the burner.
- ☞ Splashes from reagents can be avoided by wearing goggles or spectacles.
- ☞ Heavy duty gloves must be used while using corrosive substances like strong acids and alkalis.
- ☞ Cotton laboratory coats must be worn during the entire course of the experiment.
- ☞ Walking with bare feet is not permitted in the lab.
- ☞ Burners must be put off immediately after the experiment is over
- ☞ Strong acids and alkalis should not be mouth pipette out.
- ☞ If fire is observed don't panic `raise an alarm, evacuate the laboratory turn of gas and electricity then attack the fire extinguisher.
- ☞ All chemicals in the laboratory are hazardous in some way are the other handle them carefully
- ☞ All organic solvents are inflammable. never heat them directly on a naked flame. While heating them avoid working near the flame. Solvent ether is highly inflammable. Do not even open a bottle of ether in a laboratory where other students are using a flame.
- ☞ If you are not sure about handling or disposal of certain reagents consult your lecturer before performing the experiment.
- ☞ Reagents must be replaced in their positions properly covered. Spilling of reagents must be avoided.
- ☞ In case of emergency call the lab technician for immediate first aid and then shift the students to the Doctor for expert advice.
- ☞ Reagents must be replaced in their positions properly covered. Spilling of reagents must be avoided.

- ☞ In case of emergency call the lab technician for immediate first aid and then shift the students to the Doctor for expert advice.
- ☞ Sophisticated equipment must be operated only on the advice of the faculty Member.
- ☞ Locate the position of the Fire Alarm and Fire Extinguishers.
- ☞ Remember above all that prevention is better than cure.
- ☞ Be on time. At the start of the lab period, there will be a short introduction to the experiment you will perform that day.
- ☞ Inform the instructor if there is a problem. You will have their immediate attention if you have cut yourself (even if you consider it minor), if something broke and needs cleaning up, or if you are on fire.
- ☞ Be aware of all the safety devices. Even though the instructor and TA will take care of emergencies, you should know where to find the first aid kit, the chemical spill kit, the eye wash and the safety shower.
- ☞ Wash your hands before you leave the lab for the day.
- ☞ Be aware of others in the lab. Areas of the room may be crowded at times and you should take care not to disturb the experiments of others in the lab.
- ☞ Bring your lab notebook and an open mind to every lab meeting.
- ☞ Do not perform unauthorized experiments.
- ☞ Keep quiet and disciplined, and observe cleanliness in the lab.
- ☞ Wear lab coat, safety goggles, protective gloves and a surgical mask when needed.
- ☞ For your protection, jewelry should not be worn in the lab.
- ☞ Tie back long hair.
- ☞ Do not wear contact lenses.
- ☞ All aisles must be kept open all times.
- ☞ Please exercise caution when dealing with electrical devices.
- ☞ Don't touch any equipment or electrical supplies without specific authorization.
- ☞ Examine all apparatus for defects before performing any experiment. Don't use damaged, cracked defective glassware.

DONT's

- ☞ Never experiment on your own
- ☞ On not eat or drink in the lab room at any time (other than permitted by instructor)
- ☞ Do not chew gum or eat candy during lab exercises
- ☞ Never add water contacts in the lab without proper eye protection
- ☞ NEVER smell taste or touch chemicals



- ☞ NEVER work in the lab alone
- ☞ NEVER use electrical equipment around water
- ☞ NEVER mix chemicals before asking the instructor.
- ☞ NEVER return unused chemicals to originals container.
- ☞ Absolutely NO HORSEPLAY is allowed in the lab area.
- ☞ Never leave the lab are without washing your hands
- ☞ Do not eat, drink, chew gum, smoke or apply cosmetics in the lab
 - Do not work with chemicals until you are sure of their safe handling

IN CASE OF ACCIDENTS:

- ☞ In the event of the don't be panic.
 - ☞ If a small portion of your clothes catches fire, it may be extinguished by putting it out.
 - ☞ If a large portion of your clothes catches fire 3 options for putting flame out are :
 - Drop to the ground and roll
 - Use the safety showers of water
 - Use the fire blanket.
 - ☞ Never use a fire extinguisher on a person.
 - ☞ Never use any object that is burning.
 - ☞ Never use water to extinguish a chemical fire
- Chemicals:** -
- ☞ Report all chemicals spills immediately to the instructor.
 - ☞ In the case of chemicals spills ,first remove the affected clothing and wash the affected body area with plenty of water
 - ☞ In case of Sulphuric acid spills, don't wash with water. They should be washed with aqueous sodium bicarbonate solution or very dilute ammonia.
 - ☞ Small spills on the bench or floor must be cleaned up immediately.

GENERAL BEHAVIOUR:

- ☞ Absolutely no horse play will be tolerated in the lab.
- ☞ Read the upcoming experiment carefully and thoroughly, being sure to understand all the directions before entering the lab.
- ☞ Absolutely no food or beverages will be allowed.
- ☞ Do not apply makeup in the Lab.
- ☞ In case of injury bring it to the notice of instructor immediately.
- ☞ Never pick up broken glasses with your bare-hands.

- | | |
|--|---|
| | <ul style="list-style-type: none"> Always read the labels on the reagent bottle twice. Never use the reagents from unmarked bottles. |
|--|---|

TITLE: IMPORTANT DAYS CELEBRATION**SECTION: COLLEGE
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Date	Day to be Celebrated
12.01.2020	National Youth Day
25.01.2020	National Voters Day
26.01.2020	Republic Day
05.02.2020	World Environment Day
21.02.2020	Antarjaatiya Matru Basha Dinotsvam
28.02.2020	National Science Day
08.03.2020	International Women's Day
05.04.2020	Babu Jagjivan Ram's Birthday
14.04.2020	Dr.B.R. Ambedkhar's Birthday
14.06.2020	World Blood Donation Day
21.06.2020	International Yoga Day
26.06. 2020	International Day against Drug Abuse
29.06. 2020	National Statistics Day
15.08. 2020	Independence Day
26.08. 2020	Women's Equality Day
29.08. 2020	Telugu Bhasha Dinotsavam
05.09. 2020	Teacher's Day
08.09. 2020	International Literacy Day
14.09. 2020	Hindi Diwas celebrations
24.09. 2020	NSS Day
02.10. 2020	Gandhi Jayanti & Lal Bahadur Shastri Jayanthi
20.10.2020	World Statistics Day

31.10. 2020	National Integration Day
01.11.2020	Andhra Pradesh Formation Day
11.11. 2020	National Education Day
14.11.2020	Pandit Jawaharlal Nehru Birthday
14.11. 2020 to 20.11. 2020	National Library Week
26.11.2020	National Constitution Day
01.12. 2020	AIDS Day
10.12. 2020	Human Rights Day
24.12. 2020	Consumer Day

TITLE: ACADEMIC SOCIAL RESPONSIBILITY**SECTION: COLLEGE**
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The college as a unit shares the social responsibility in areas like

- ☞ Extension services
- ☞ Organizing training camps
- ☞ Job mela's
- ☞ Educational Tours
- ☞ Coordinates with Government departments (CCE, Treasury, Pay and Accounts, MOU'S Horticultural department, Research development, State Khadi Bhandar, HACA, Krishna University, Police Department, MPDO Office, Panchayt Office, Finance Department, ID college, Other Colleges, Sports , Cultural.
- ☞ Tree Plantation
- ☞ Blood Donation Camp
- ☞ Awareness Programme to Students on Various uses of Public Interest
- ☞ NSS Activities and special Camp

TITLE: ASSETS

SECTION: COLLEGE
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S.No.	ASSETS	Location	Status
1.	Tables (Student sitting)	Class Room	ALL ARE IN WORKING CONDITION
2.	Tables (For Staff)	Staff Room	
3.	Tables (Big Size for Science Laboratory)	Labs	
4.	Student Stools	Labs	
5.	Chairs	Classroom+ Store	
6.	Fans	Office, Staff Room	
7.	Tube lights	Office+ Staff Room	
8.	Laptops	APSSDC 30 lap tops and 03 lap tops for digital class rooms	
9.	Projectors	Virtual Classroom and in science & Commerce depts.	
10.	Desktops	Office, ELL Lab, computer labs and all Depts.	
11.	Printers	Office, ELL Lab and all Depts.	
12.	Copiers	10	
13.	Repro graphs	03	
14.	Tablets	NIL	
15.	Closed Circuit Cameras	NIL	
16.	Televisions	NA	
17.	Internet(LAN)	Office, COMPUTER & ELL AND JKC LABS, DIGITAL CLASS ROOMS,VIRTUAL CLASS ROOMS AND TO ALL DEPTS. INCLUDING LIBRARY	20 mbps BSNL BB NME CONNECTION AND 100 mbps Bharath fiber net connection
18.	Audio Visual Equipment	Amplifier, Mic, Sound	ALL ARE IN WORKING CONDITION
19.	Collar Mikes	3	
20.	Podiums	Virtual Classroom	
21.	Almirahs	Principal Room	
22.	Steel racks	Labs, Office	
23.	Wooden racks	Labs, Departmental Rooms, Office	
24.		Labs	

TITLE: Students Achievements**SECTION: COLLEGE
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S.No.	Name of the Activity	Level	Date	Participants	Name of the Students Participants
1	Y.V.University INTER COLLEGIATE VOLLEY BALL (WOMEN) TOURNMANT	UNIVERSITY LEVEL	29.09.2018 To 01.10.2018	7	Winners: K.Theja(Capt)(II B.Sc), B.Srividya(II B.Sc), L.Vandana(II B.Sc), V.Mamatha(II B.A), G.Amrutha(IIB.Com), T.Anitha(II B.Com), E.Deepthi(II B.Com)
2	Y.V.University INTER COLLEGIATE BALL BADMINTON (WOMEN)TOURNMA NT	UNIVERSITY LEVEL	29.09.2018 To 01.10.2018	6	Runners: S.Sony (II B.Com C.A.), S.Nirmala (II B.Com C.A.), G.Amrutha (II B.Com C.A.), M.Aruna (II B.Com C.A.), E.Deepthi (II B.Com C.A.), B.Sri Vidya (II B.Sc)
3	PARTICIPATED IN SOUTH JONE INTER UNIVERSITY TOURNAMENT HELD AT V.T.UNIVERSITY,BELAG AVI,KARNATAKA	SOUTH ZONE INTER UNIVERSITY LEVEL	2018-19	1	Y.YUKESH YUGANDHAR (III B.Com C.A)
4	PARTICIPATED IN ALL INDIA INTER UNIVERSITY BALL BADMINTON TOURNMENT HELD AT KRISHNA UNIVERSITY, A.P.	ALL INDIA INTER UNIVERSITY	2018-19	1	S.NIRMALA (II B.Com)
5	PARTICIPATED IN ALL INDIA INTER UNIVESITY FENCING(MEN) TOURNAMENT HELD AT GURUNANAK UNIVERSITY,AMRITHS AR.	ALL INDIA INTER UNIVERSI TY	2018-19	1	P.BALAJI (III B.Com)
6	PARTICIPATED IN NATIONAL INTER UNIVERSITY BALL BADMINTON(men) TOURNMENT HELD AT S.R.M. UNIVERSITY, CHENNAI,TAMILNA DU	NATION AL INTER UNIVERSI TY	2018-19	1	S.UMAR FAROOQ(I B.Com)

7	Janma Bhoomi Programme - 5k Run organised by the Municipal Corporation, Rajampet	Town Level	12.06.2018	60	Won 2nd Prize: U.VAMSIKRISHANA III B.Com(CA)
8	Janma Bhoomi Programme - 5k Run organised by the Municipal Corporation, Rajampet	Town Level	12.06.2018	60	3rd Prize RAMACHANDRA, II B.Sc(BZC)
9	National Girl Child week				
10	a) Rangoli Competitions	College Level		15	I Prize: Reddy Prasanna I B.Sc M.P.C, II Prize: Maheswari II B.Com, III Prize: Harshitha II B.Sc
11	b) Food Festival	College Level		20	I Prize: Deepika, II Prize: Reddy Prasanna I B.Sc M.P.C, III Prize: Sravani
12	c) Elocution	College Level		14	I Prize: Diviya, II Prize: Sravani,
13	d) General Knowledge Quiz Competition	College Level		20	I Prize: Pravallika Group(B.A), II Prize: Dinesh Group,

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
INTER GROUP COMPETITION TAL SAINIK TRAINING	GOLD MEDAL	NCC	1
PRATIBHA PURASKARAM FOR OUT STANDING STUDENTS IN THE STUDIES	PRATIBHA PURASKARAM	STATE GOVT.	1
NCC STUDENTS NATIONAL INTEGRATION TRAINING CAMP	NCC STUDENTS NATIONAL INTEGRATION TRAINING CAMP(EBSB-II)	NCC	5
Y.V. UNIVERSITY RANKS IN ACADEMICS	GROUPWISE TOPPERS IN Y.V.UNIVERSITY IN B.A(HEP GROUP) WON 9th & 10 th RANKS	Y.V.UNIVERSITY, KADAPA	3

ELOCUTION COMPETITION	1st,2nd & 3rd PRIZE	ELECTION COMMISSION OF INDIA	3
ESSAY WRITING	1st,2nd & 3rd PRIZE	ELECTION COMMISSION OF INDIA	3

TITLE: Teachers' Achievements & Participation**SECTION: COLLEGE**
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S.No.	Name of the Lecturer	Designation	Title with page no.	Journal	ISSN /ISBN	Impact Factor/ Peer reviewed if any
1.	Dr.B.AdiNarayana	Lecturer in Botany	Centellaasiatica-species living on the edge.	Proceedings		
2.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Telugu nata Ayyappa 26 & 27	BhakthiPatrika	ISSN 2456-3269	
3.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	PanchaAyyappa akshetradarshanam 12 & 13	BhakthiPatrika	ISSN 2456-3269	
4.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Bommalanom u 18	BhakthiPatrika	ISSN 2456-3269	
5.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Marmikamandiram Chidambaram 38 & 39	BhakthiPatrika	ISSN 2456-3269	
6.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Ahobilam 40,41 & 42	BhakthiPatrika	ISSN 2456-3269	
7.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Ramapaadam uSokagaa 24 & 25	BhakthiPatrika	ISSN 2456-3269	
8.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Feminism in India 8	Gender Discrimination perspective	ISBN 978-93-5171-190-5	
9.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Sri Kodandarama Swamy Temple Tirupati 6	Jewels of tourist destination in A.P	978-82-89132-80-5	
10.	Sri I.L.N Chandra sekhar Rao	Lecturer in History	Human Rights in India	Human Rights through the Ages	978-93-85241-48-0	
11.	Sri S.MahaboobBasha	Lecturer in Physics	Polymers-Types classification	National Seminar-GDC-Kadapa		

			and characteristics and applications			
12.	Sri P.V.S. SobhanBabu	Lecturer in Physics	Polymers-Types classification & characteristics & applications	National Seminar-GDC-Kadapa		
13.	Sri B.RamaSagar	Contract Lecturer in Physics	Materials for Storage of Hydrogen: A mini review.			
14.	Dr.T.Penchal aiah	Lecturer in Env.Studies	Causes, impacts of environmental degradation and measures for its mitigation	Proceedings of National Seminar on "Modern Trends in Chemistry Research"	ISBN: 978-93-86251-44-2	
15.	Dr.T.Penchal aiah	Lecturer in Env.Studies	IMPACT OF PHARMACEUTICALS AND PERSONAL CARE PRODUCTS IN DRINKING WATER	Bulletin of Pharmaceutical and Medical Sciences (BOPAMS) Vol.4, S1, 2016 December	ISSN:2455-0213(P); 2321-4503(O)	0.529(GIF)
16.	Dr.T.Penchal aiah	Lecturer in Env.Studies	LIVESTOCK REARING AS AN ALTERNATIVE AGRICULTURAL SYSTEM IN DROUGHT PRONE ANANTAPURAM DISTRICT, ANDHRA PRADESH	International Multidisciplinary Research Journal Indian Streams Research Journal	ISSN No : 2230-7850	4.1625 (UIF)
17.	Dr.T.Penchal aiah	Lecturer in Env.Studies	CAUSES, IMPACTS OF ENVIRONMENTAL DEGRADATION AND MEASURES FOR ITS MITIGATION			
18.	Sri N.S.Hanuma ntha Rao	Lecturer in Chemistry	Causes, impacts of environmental degradation and measures for its	Proceedings of National Seminar on "Modern Trends in Chemistry	ISBN: 978-93-86251-44-2	

			mitigation	Research"		
19.	Sri N.S.Hanumanta Rao	Lecturer in Chemistry	IMPACT OF PHARMACEUTICALS AND PERSONAL CARE PRODUCTS IN DRINKING WATER	Bulletin of Pharmaceutical and Medical Sciences (BOPAMS) Vol.4, S1, 2016 December	ISSN:2455-0213(P); 2321-4503(O)	0.529(GIF)
20.	Dr.B.RAMACHANDRA	Lecturer in Economics	An analysis of eradication of financial vulnerability through women empowerment in India	National Seminar Proceedings		
21.	Dr.B.RAMACHANDRA	Lecturer in Economics	Responsibilities of civil society in protecting human rights	National Seminar Proceedings		
22.	Dr.B.RAMACHANDRA	Lecturer in Economics	IMPACT OF DEMONETIZATION ON MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE PROGRAMME	Impact of MGNREGS on Rural Development	ISBN 978-93-5254-262-8	
23.	K.VENKATARAMI REDDY	Contract Lecturer in Botany	Ethnobotanical medicinal practices in rayalaseema regions of Andhra Pradesh, India, Page No .7-20	EUROPEAN JOURNAL OF ENVIRONMENTAL ECOLOGY	e-ISSN-2393-9672	
24.	Dr.B.RAMACHANDRA	Lecturer in Chemistry	Enantiomeric discrimination and quantification of Zolmitriptan by ¹ H NMR Spectroscopy using (R)-(-)-α-Methoxy	Journal of Chemical and Pharmaceutical Research 8(1):56-65	0975-7384	0.36

			phenyl acetic acid as chiral solvating agent			
25.	Dr.B.RAMAC HANDRA	Lecturer in Chemistry	A critical Review of Properties of Modafinil and Analytical Bio Analytical Methods for its Determination	Critical Reviews in Analytical Chemistry	1040-8347	2.692
26	Dr.B.RAMAC HANDRA	Lecturer in Chemistry	Enantiomeric discrimination and quantification of Zolmitriptan by ¹ H NMR Spectroscopy using (R)-(-)-α-Methoxy phenyl acetic acid as chiral solvating agent	Journal of Chemical and Pharmaceutical Research 8(1):56-65	0975-7384	0.36
27	Dr.B.RAMAC HANDRA	Lecturer in Chemistry	A critical Review of Properties of Modafinil and Analytical Bio Analytical Methods for its Determination	Critical Reviews in Analytical Chemistry	1040-8347	2.692
28	Dr.B.RAMAC HANDRA	Lecturer in Chemistry	Development of impurity profiling methods using modern analytical techniques	Critical Reviews in Analytical Chemistry	1040-8347	2.692

29	Dr.B.RAMAC HANDRA	Lecturer in Economics	Human Rights of older people and need for awareness in India	National Seminar Proceedings		
30	Dr.B.RAMAC HANDRA	Lecturer in Economics	The need of eradication of crime against women for economic Development .	National Seminar Proceedings		
31.	Dr.B.RAMAC HANDRA	Lecturer in Economics	An analysis of eradication of financial vulnerability through women empowerment in India	National Seminar Proceedings		
32.	Dr.B.RAMAC HANDRA	Lecturer in Economics	Responsibilities of civil society in protecting human rights	National Seminar Proceedings		

Particulars of Books published

S.No.	Name of the Lecturer & Designation	Title of the Book	Nature of the Book(Subject area or other s)	Name of the Publisher	ISSN/ISBN No.	Date & Period .
1.	B.PURUSHOTHAM Lecturer in Zoology	WOMEN IN INDIA THROUGH THE AGES-A GLANCE- Indian women empowerment in various periods Page No.374-377	Others – Edited Book	Research india press ,New Delhi	978-93-5171-082-0	2016

2.	M.RAMESH, Lecturer in History	WOMEN IN INDIA THROUGH THE AGES-A GLANCE- Education of women in ancient india Page No.210-213	Subject- Edited Book	Resea rch india press ,New Delhi	978-93- 5171-082-0	2016
3.	Dr.T.PENCHALAIH, Lecturer in Env.Studies	IMPACT OF GLOBALIZATION ON INDIAN ECONOMY- Impact Of Globalization On Indian Economy Page No.8-20	Others – Edited Book	Resea rch india press ,New Delhi	978-93- 5171-082-0	2016
4.	B.PURUSHOTHAM Lecturer in Zoology	IMPACT OF GLOBALIZATION ON INDIAN ECONOMY- Impact Of Globalization On Indian Economy Page No.8-20	Others – Edited Book	Resea rch india press ,New Delhi	978-93- 5171-082-0	2016
5.	N.S.HANUMANTHARAO, Lecturer in Chemistry	IMPACT OF GLOBALIZATION ON INDIAN ECONOMY- Impact Of Globalization On Indian Economy Page No.8-20	Others – Edited Book	Resea rch india press ,New Delhi	978-93- 5171-082-0	2016
6.	Dr.M.RAMESH, Lecturer in History	VISUAL ART FORMS OF MEDIEVAL INDIA-Mughal Architecture during Akbar Period Page No.112-114	Seminar Proceeding s		978-93- 5254-229	
7.	Dr.T.PENCHALAIH, Lecturer in Env. Studies	IMPACT OF GLOBALIZATION ON INDIAN ECONOMY- Impact Of Globalization On Indian Economy Page No.8-20	Others – Edited Book	Resea rch india press , New Delhi	978-93- 5171-082-0	2016

8.	N.S.HANUMANTHA RAO, Lecturer in Chemistry	IMPACT OF GLOBALIZATION ON INDIAN ECONOMY- Impact Of Globalization On Indian Economy Page No.8-20	Others – Edited Book	Research india press , New Delhi	978-93-5171-082-0	2016
9.	Sri I.L.N Chandra sekhar Rao, Lecturer in History	Telugu academy, ADHUNIKA PRAPANCH CHRITHRA FOR III YEAR BA – TEXT BOOK – SEMESTER V & VI	TEXT BOOK	TELU GU ACAD EMY	ISBN 818180656-5	2020
10	Sri I.L.N Chandra sekhar Rao, Lecturer in History	RAYALA SEEMA PRASIDDA ALAYAALU	SUBJECT & CULTURAL ASPECTS	RAYAL A SEEMA TOURISM & CULTURAL SOCIETY, KADAP A	ISBN 978-93-5279-514-7	2020
11	Sri I.L.N Chandra sekhar Rao, Lecturer in History	BHARATHEEYA JEEVANA VIDHAANAM	SUBJECT & CULTURAL ASPECTS	RAYAL A SEEMA TOURISM & CULTURAL SOCIETY, KADAP A	ISBN 978-93-5407-724-1	2020
12	Dr.M.V.SURESH BABU, Asst. Prof. in BOTANY	WILD ORNAMENTAL PLANTS OF INDIA	BOTANY – CHAPTER-9- WILD ORNAMENTAL PLANTS IN SESHACHALAM BIOSPEARE RESERVE OF EASTERN GHATS, INDIA	DAYA PUBLISHING HOUSE , A DIVISION OF ASTRAL INTERNATIONAL PVT. LTD.	ISBN 978-93-88173-81-0(HB)	2019
13	Dr.M.V.SURESH BABU, Asst. Prof. in BOTANY	PLANTS OF YOGI VEMANA UNIVERSITY Indian Economy Page No.8-20	BOOK ON BOTANY	Paramount publisher	ISBN 978-93-88808-00-2	2019

GOVT DEGREE COLLEGE RAJAMPET**UGC MRP PARTICULARS**


NAME OF THE PRINCIPAL INVESTOR	SUBJECT	MRP TITLE	AMOUNT SANCTIONE D	AMOUNT RELEASE D	AMOUNT UTILIZED
Dr.K.SIVASHANKARAI AH	POLITICAL SCIENCE	FUNCTIONING AND PERFORMANC E OF ARYOGYASRI SCHEME IN ANDHRA PRADESH WITH SPECIAL REFERENCE TO CHITTOOR DIST	150000	90000	Principal investigat or expired
Dr.M.RAMESH	HISTORY	IMPACT OF MAHATMA GANDHIJI'S FOURS ON NATIONAL MOVEMENT IN RAYALASEEM A	140000	140000	140000
Dr.P.VENUGOPAL	COMMERC E	WOMEN EMPOWERME NT THROUGH SELF HELP GROUPS A STUDY ON SC AND ST WOMEN IN YSR DISTRICT OF ANDHRA PRADESH	213000	213000	213000
Dr.B.RAMACHANDRAI AH	ECONOMIC S	A STUDY ON THE JUSTIFICATIO N IN WAIVER OF DEBT TO DIFFERENT FARMERS REFERENCE WITH THE STATE OF ANDHRA PRADESH	200000	112500	112500

2.4.2 – Honors and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Maj,C.VIJAYA BHASKAR	PHYSICAL DIRECTOR	ACTED AS CULTURAL EVENT MANAGER IN REPUBLIC DAY CELEBRATIONS AT NEW DELHI
2019	Maj,C.VIJAYA BHASKAR	PHYSICAL DIRECTOR	BEST EMPLOYE IN HIGHER EDUCATION FOR HIS SERVICES IN PANDEMIC CORONA SITUATION BY RDO,RAJAMPET REVENUE DIVISION

TITLE: Result Analysis- Academic Year 2019-20**SECTION: COLLEGE**
REVISION No. 00**PAGE NO. 1 OF 1**
DATE: 15.10.2020

09/02/2021



Government of Andhra Pradesh

Commissionerate of Collegiate Education



College Results 2019-20 Submitted Details

1	Zone	ZONE-4
2	District	KADAPA
3	College	GDC RAJAMPET
4	College Type	Government

UG Results 2019-20

BA (I Year / Sem-I)			B.Com (I Year / Sem-I)			B.Sc (I Year / Sem-I)			BBA (I Year / Sem-I)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
64	27	42.19	104	36	34.62	83	40	48.19	00	00	0
BBM (I Year / Sem-I)			BA(OL) (I Year / Sem-I)			B.Voc (I Year / Sem-I)			Total (I Year / Sem-I)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	251	103	41.04
BA (I Year / Sem-II)			B.Com (I Year / Sem-II)			B.Sc (I Year / Sem-II)			BBA (I Year / Sem-II)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
63	42	66.67	92	68	73.91	76	52	68.42	00	00	0
BBM (I Year / Sem-II)			BA(OL) (I Year / Sem-II)			B.Voc (I Year / Sem-II)			Total (I Year / Sem-II)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	231	162	70.13
BA (II Year / Sem-III)			B.Com (II Year / Sem-III)			B.Sc (II Year / Sem-III)			BBA (II Year / Sem-III)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
48	18	37.50	99	26	26.26	42	16	38.10	00	00	0
BBM (II Year / Sem-III)			BA(OL) (II Year / Sem-III)			B.Voc (II Year / Sem-III)			Total (II Year / Sem-III)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	189	60	31.75
BA (II Year / Sem-IV)			B.Com (II Year / Sem-IV)			B.Sc (II Year / Sem-IV)			BBA (II Year / Sem-IV)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
46	35	76.09	94	52	55.32	41	29	70.73	00	00	0
BBM (II Year / Sem-IV)			BA(OL) (II Year / Sem-IV)			B.Voc (II Year / Sem-IV)			Total (II Year / Sem-IV)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %

1/3

09/02/2021

BBM (II Year / Sem-IV)			BA(OL) (II Year / Sem-IV)			B.Voc (II Year / Sem-IV)			Total (II Year / Sem-IV)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	181	116	64.09
BA (III Year / Sem-V)			B.Com (III Year / Sem-V)			B.Sc (III Year / Sem-V)			BBA (III Year / Sem-V)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
41	38	92.68	93	49	52.69	65	21	32.31	00	00	0
BBM (III Year / Sem-V)			BA(OL) (III Year / Sem-V)			B.Voc (III Year / Sem-V)			Total (III Year / Sem-V)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	199	108	54.27
BA (III Year / Sem-VI)			B.Com (III Year / Sem-VI)			B.Sc (III Year / Sem-VI)			BBA (III Year / Sem-VI)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
41	41	100.00	94	78	82.98	60	57	95.00	00	00	0
BBM (III Year / Sem-VI)			BA(OL) (III Year / Sem-VI)			B.Voc (III Year / Sem-VI)			Total (III Year / Sem-VI)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	195	176	90.26
BA (Sem1 to Sem-VI)			B.Com (Sem1 to Sem-VI)			B.Sc (Sem1 to Sem-VI)			BBA (Sem1 to Sem-VI)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
303	201	66.34	576	309	53.65	367	215	58.58	0	0	0
BBM (Sem1 to Sem-VI)			BA(OL) (Sem1 to Sem-VI)			B.Voc (Sem1 to Sem-VI)			Total (Sem1 to Sem-VI)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
0	0	0	0	0	0	0	0	0	1246	725	58.19

PG Results 2019-20

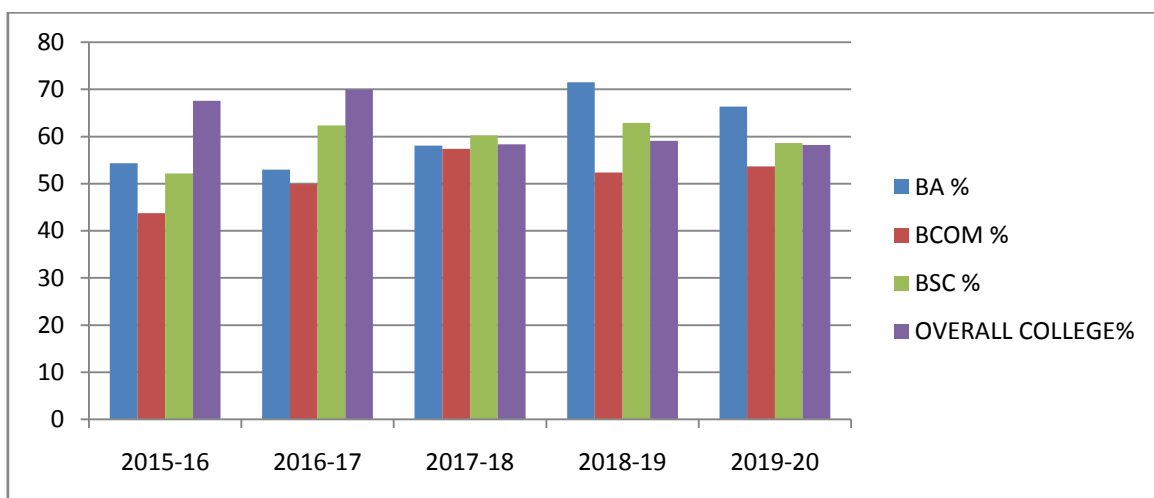
MA (I Year)			M.Com (I Year)			M.Sc (I Year)			MCA (I Year)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	00	00	0
MBA (I Year)			Total PG (I Year)								
Appeared	Passed	Pass %	Appeared	Passed	Pass %						
00	00	0	0	0	0						
MA (II Year)			M.Com (II Year)			M.Sc (II Year)			MCA (II Year)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
00	00	0	00	00	0	00	00	0	00	00	0
MBA (II Year)			Total PG (II Year)								
Appeared	Passed	Pass %	Appeared	Passed	Pass %						
00	00	0	0	0	0						

2/3

09/02/2021

MA (I & II Years)			M.Com (I & II Year)			M.Sc (I & II Year)			MCA (I & II Year)		
Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %	Appeared	Passed	Pass %
0	0	0	0	0	0	0	0	0	0	0	0
MBA (I & II Year)			Total PG (I & II Year)								
Appeared	Passed	Pass %	Appeared	Passed	Pass %						
0	0	0	0	0	0						

YEAR	BA %	B.COM %	B.SC %	OVERALL COLLEGE %
2015-16	54.31	43.75	52.19	67.58
2016-17	52.94	49.91	62.34	69.93
2017-18	58.04	57.39	60.27	58.37
2018-19	71.5	52.38	62.88	59.09
2019-20	66.34	53.65	58.58	58.19



TITLE: ISO TEAM	
SECTION: COLLEGE REVISION No. 00	PAGE NO. 1 OF 1 DATE: 15.10.2020

ISO TEAM			
S.No.	Charirman	Convener	Members
1.	Dr.G. Krishnaiah	Sri. N.S. Hanumantha Rao	Sri. K. Venkata Narasaiah
2.			Sri. S. Mahaboob Bhasha
3.			Dr. B. Adinarayana
4.			Sri. T. Hazarathaiah
5.			Dr. M.V. Suresh Babu
6.			Dr. B. Rama Chandra
7.			Smt.J. Mohana Valli
8.			Sri. B. Mallikarjuna (Sr. Asst)
ISO INTERNAL AUDIT TEAM			
1.	Dr.G. Krishnaiah	Sri. I.L.N. Chandra Sekhar Rao	Sri.V. Harischandra
2.			Sri. B. Rama Krishna
3.			Smt. P. Sujatha

THANKS NOTE

We sincerely thank ISO for having gone through the quality standards maintained by every Department of the college and especially for having helped us with new methods of achieving and sustaining quality consciousness.

We earnestly express our gratitude to our beloved MLA Sri Meda Mallikarjuna Reddy garu and CPDC Secretary Dr. Naga Chandra sekhar Reddy garu for having been supporting all the endeavors of our campus community to achieve excellence. We are proud of being lead by our Commissioner of Collegiate Education, Andhra Pradesh, Sri. M. M. Nayak, IAS, under whose dynamic leadership the Collegiate Education is making huge strides towards quality, equity and accessibility.

Dr. G. Krishnaiah

Principal

Government Degree College

RAJAMPETA – 516 115

YSR KADAPA (Dist.)

ANNEXURES

1. COLLEGE COMMITTEES
2. PAPERS PUBLISHED
3. PARTICULARS OF BOOKS PUBLISHED
4. CAREER COUNSELING
5. LIST OF ENDOWMENT PRIZES
6. PAPER CLIPPINGS OF PHYSICAL EDUCATION DEPT.
7. NCC ACTIVITIES
8. ACTIVITIES & ACHIEVEMENTS OF PHYSICAL EDUCATION DEPT.
9. BEST EMPLOYEE AWARD
10. SCIENCE DEPTS.FIELD TRIPS
11. APSACS QUIZ COMPETITIONS WINNER
12. NSS ACTIVITIES
13. AWARENESS PROGRAMME ON ROAD SAFETY
14. IMPORTANT DAYS CELEBRATIONS

1.COLLEGE COMMITTEES

PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE, RAJAMPETA

PRESENT: Dr. G. Krishnaiah, M.Sc., M.Ed., Ph.D

Rc. No. Spl./A/ Estb./2020

Dt.:01-09.2020

Sub.: Constitution of various Academic and Administrative Committees for the Academic year 2020-21 -
Regarding.

ORDER:

In accordance to the subject cited the undersigned is hereby constitute the following Academic and Administrative Committees for the Academic year 2020-21 for the smooth running of the institution. The Convener is to coordinate with members of the committees to complete the work assigned to them from time to time and submit the compliance report to the Principal. They also further informed to prepare the action plan for the academic year and record the activities in the requisite formats wherever applicable. The convener of each committee is to submit the detailed report of the activities conducted during the year with the all relevant evidences at the end of the academic year. The convener and the members of the committees are solely held responsible for any lapse in discharging the work allotted to them and maintenance of the Registers/Records.

1. IQAC (NAAC/NIRF/AISHE/ISO) Committee

- | | |
|-------------------------------------|----------|
| 1. Sri. N.S. Hanumantha Rao | Convener |
| 2. Sri. K. Venkata Narasaiah | Member |
| 3. Sri. S. Mahaboob Bhasha | Member |
| 4. Dr. B. Adinarayana | Member |
| 5. Sri. T. Hazarathaiah | Member |
| 6. Dr. M.V. Suresh Babu | Member |
| 7. Dr. B. Rama Chandra | Member |
| 8. Smt.J. Mohana Valli | Member |
| 9. Sri. B. Mallikarjuna (Sr. Asst) | Member |

2. Admission Committee

- | | |
|--------------------------------|----------|
| 1. Sri.ILN. Chandra Sekhar Rao | Convener |
| 2. Sri. K. Venkata Narasaiah | Member |
| 3. Dr. B. Rama Chandra | Member |
| 4. Sri. B. Rama Krishna | Member |
| 5. Sri.T. Hazarathaiah | Member |
| 6. Dr. S. Subramanyam Raju | Member |
| 7. Dr. N. Chandra Mohan | Member |
| 8. Sri. V.K. Mastan Vali | Member |

3. Academic Committee

- | | |
|--------------------------------|----------|
| 1. Sri.ILN. Chandra Sekhar Rao | Convener |
| 2. Sri. K. Venkata Narasaiah | Member |
| 3. Sri.V. Harischandra | Member |
| 4. Sri. S. Mahaboob Bhasha | Member |
| 5. Dr. M.V. Suresh Babu | Member |
| 6. Smt.J. Mohana Valli | Member |

4. Time table Committee

- | | |
|------------------------------|----------|
| 1. Sri. S. Mahaboob Bhasha | Convener |
| 2. Sri. K. Venkata Narasaiah | Member |
| 3. Sri. P.V.S. Shobhan Babu | Member |
| 4. Dr. M.V. Suresh Babu | Member |
| 5. Dr. B. Rama Chandra | Member |
| 6. Smt. P. Sujatha | Member |

5. Students Union Committee

- | | |
|--------------------------------|----------|
| 1. Sri.ILN. Chandra Sekhar Rao | Convener |
| 2. Sri.V. Harischandra | Member |
| 3. Sri. K. Venkata Narasaiah | Member |
| 4. Sri. N.S. Hanumantha Rao | Member |
| 5. Sri. C. Vijaya Bhaskar | Member |

6. UGC Committee

- | | |
|------------------------------|----------|
| 1. Sri. N.S. Hanumantha Rao | Convener |
| 2. Dr. M.V. Suresh Babu | Member |
| 3. Sri. K. Venkata Narasaiah | Member |
| 4. Dr. B. Rama Chandra | Member |
| 5. Smt.J. Mohana Valli | Member |

7. RUSA Committee

- | | |
|---------------------------------|----------|
| 1. Sri. N.S. Hanumantha Rao | Convener |
| 2. Sri.ILN. Chandra Sekhara Rao | Member |
| 3. Sri. K. Venkata Narasaiah | Member |
| 4. Sri. S. Mahaboob Bhasha | Member |
| 5. Smt. P. Sujatha | Member |

8. JKC Committee

- | | |
|------------------------------|----------|
| 1. Smt. P. Sujatha | Convener |
| 2. Sri. T. Hazarathaiah | Member |
| 3. Smt. J. Mohana Valli | Member |
| 4. Dr. B. Rama Chandra | Member |
| 5. Dr. M. Venkateswara Reddy | Member |

9. DRC Committee

- | | |
|--------------------------------|----------|
| 1. Sri.ILN. Chandra Sekhar Rao | Convener |
| 2. Sri. K. Venkata Narasaiah | Member |
| 3. Dr. B. Adinarayana | Member |
| 4. Sri. T. Hazarathaiah | Member |
| 5. Dr. N. Chandra Mohan | Member |

10. **Science Committee**
 1. Sri. S. Mahaboob Bhasha Convener
 2. Dr. B. Adinarayana Member
 3. Sri. N.S. Hanumantha Rao Member
 4. Sri. M. Venkateswara Reddy Member
 5. Sri Dr. N. Chandra Mohan Member
11. **Games & Medical Inspection Committee**
 1. Sri. C. Vijaya Bhaskar Convener
 2. Sri. T. Hazarathaiah Member
 3. Dr. M.V. Suresh Babu Member
 4. Smt.J. Mohana Valli Member
 5. Sri. V.K. Mastan Vali Member
 6. Dr. N. Chandra Mohan Member
12. **Library Committee**
 1. Dr. B. Adinarayana Convener
 2. Sri. B. Rama Krishna Member
 3. Sri. T. Hazarathaiah Member
 4. Smt. P. Sujatha Member
 5. Dr. S. Subramanayam Raju Member
13. **Discipline Committee**
 1. Sri. C. Vijaya Bhaskar Convener
 2. Sri.ILN. Chandra Sekhara Rao Member
 3. Sri. K. Venkata Narasaiah Member
 4. Sri. N.S. Hanumantha Rao Member
 5. Smt.J. Mohana Valli Member
 6. Dr. S. Subramanyam Raju Member
 7. Sri. V.K. Mastan Vali Member
 8. Sri. K. Janardhan Member
14. **Women Empowerment Committee**
 1. Smt.J. Mohana Valli Convener
 2. Smt. P. Sujatha Member
 3. Smt. K. Nagarani Member
 4. Smt. K. Pameela Member
 5. Smt. T.S. Rama Subamma Member
15. **Attendance & Scholarship Committee**
 1. Sri.T. Hazarathaiah Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Sri. S. Mahaboob Bhasha Member
 4. Dr. B. Adinarayana Member
 5. Dr. B. Rama Chandra Member
16. **Career Guidance Cell**
 1. Sri.T. Hazarathaiah Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Sri. P.V.S. Shobhan Babu Member
 4. Smt.J. Mohana Valli Member
 5. Smt. P. Sujatha Member
 6. Dr. S. Subramanayam Raju Member
 7. Sri. K. Sekhar Babu Member
17. **Calendar/Handbook/Magazine Committee**
 1. Sri.ILN. Chandra Sekhar Rao Convener
 2. Sri.T. Hazarathaiah Member
 3. Smt.J. Mohana Valli Member
 4. Smt. P. Sujatha Member
18. **Eco-Club committee**
 1. Dr. B. Adinarayana Convener
 2. Dr. M.V. Suresh Babu Member
 3. Smt.J. Mohana Valli Member
 4. Sri. C. Vijaya Bhaskar Member
 5. Dr. N. Chandra Mohan Member
19. **YRC & RRC Committee**
 1. Sri. B. Rama Krishna Convener
 2. Dr. B. Adinarayana Member
 3. Sri.V. Harischandra Member
 4. Sri. C. Vijaya Bhaskar Member
 5. Smt.J. Mohana Valli Member
 6. Sri. K. Janardhan Member
20. **NCC Committee**
 1. Sri. C. Vijaya Bhaskar Convener
 2. Sri.T. Hazarathaiah Member
 3. Dr. M. Venkateswara Reddy Member
 4. Smt.J. Mohana Valli Member
21. **NSS Committee**
 1. Smt.J. Mohana Valli Convener
 2. Sri. B. Rama Krishna Member
 3. Dr. B. Rama Chandra Member
 4. Sri. C. Vijaya Bhaskar Member
22. **Research Committee**
 1. Dr. M.V. Suresh Babu Convener
 2. Dr. B. Adinarayana Member
 3. Dr. B. Rama Chandra Member
 4. Dr. Dr. S. Subramanyam Raju Member
 5. Dr. N. Chandra Mohan Member
23. **Consumer Club Committee**
 1. Sri. K. Venkata Narasaiah Convener
 2. Sri. B. Rama Krishna Member
 3. Dr. B. Rama Chandra Member
 4. Sri. C. Vijaya Bhaskar Member
 5. Dr. Dr. S. Subramanyam Raju Member
24. **Purchase & Repairs (Sanitation, Water supply, Electrical and Furniture etc.) Committee**
 1. Sri. K. Venkata Narasaiah Convener
 2. Sri. S. Mahaboob Bhasha Member
 3. Sri. N.S. Hanumantha Rao Member
 4. Dr. B. Rama Chandra Member
 5. Smt.J. Mohana Valli Member

- 25. Furniture Verification Committee**
1. Sri. C. Vijaya Bhaskar Convener
 2. Dr. M.V. Suresh Babu Member
 3. Sri.T. Hazarathaiah Member
 4. Dr. M. Venkateswara Reddy Member
 5. Sri. K. Janardhan Member
- 26. Audio - Visual Committee**
1. Sri. S. Mahaboob Bhasha Convener
 2. Sri. P.V.S. Shobhan Babu Member
 3. Dr. M.V. Suresh Babu Member
 4. Dr. M. Venkateswara Reddy Member
- 27. LMS & Mana - TV Committee**
1. Sri. P.V.S. Shobhan Babu Convener
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 4. Smt. P. Sujatha Member
- 28. Anti-Ragging Committee**
1. Sri.ILN. Chandra Sekhar Rao Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Smt.J. Mohana Valli Member
 4. Smt. P. Sujatha Member
 5. Sri. C. Vijaya Bhaskar Member
- 29. Grievances Redressal Cell**
1. Sri.ILN. Chandra Sekhar Rao Convener
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- 30. Remedial Coaching Committee**
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 2. Dr. M.V. Suresh Babu Member
 3. Dr. B. Rama Chandra Member
 4. Sri.T. Hazarathaiah Member
 5. Dr. S. subramanyam Raju Member
 6. Sri. K.H. Sampath Kumar Raju Member
- 31. Literary & Cultural Committee**
1. Sri.T. Hazarathaiah Convener
 2. Smt.J. Mohana Valli Member
 3. Smt. P. Sujatha Member
 4. Sri. K. Sekhar Babu Member
 5. Sri. K. Janardhan Member
- 32. Special Fee & College Fee Committee**
1. Sri.ILN. Chandra Sekhar Rao Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Sri. Sri. S. Mahaboob Bhasha Member
 4. Sri. N.S. Hanumantha Rao Member
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 6. Mr. K. Murali Krishna III BCom Member
 7. Miss. S. Pravallika III BA Member
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1. Sri. K. Venkata Narasaiah Convener
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 6. Miss. G. Lavanya III BCom (CA) Member
 7. Mr.P. Hari Prasad Babu III BSc Member
- 34. Parent - Teacher Committee**
1. Sri. K. Venkata Narasaiah Convener
 2. Sri.V. Harischandra Member
 3. Dr. B. Adinarayana Member
 4. Sri. P.V.S. Shobhan Babu Member
 5. Sri. C. Vijaya Bhaskar Member
 6. Smt.J. Mohana Valli Member
- 35. Examination & Result Analysis Committee**
1. Sri. N.S. Hanumantha Rao Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Sri. B. Rama Krishna Member
 4. Dr. B. Rama Chandra Member
 5. Smt.J. Mohana Valli Member
- 36. Endowment Prizes Committee**
1. Dr. M.V. Suresh Babu Convener
 2. Sri. K. Venkata Narasaiah Member
 3. Sri. B. Rama Krishna Member
 4. Sri. B. Rama Chandra Member
 5. Smt.J. Mohana Valli Member
 6. Sri. K.H. Sampath Kumar Raju Member
- 37. Alumni Committee**
1. Sri. N.S. Hanumantha Rao Convener
 2. Sri. B. Rama Krishna Member
 3. Smt.J. Mohana Valli Member
 4. Sri. C. Vijaya Bhaskar Member
 5. Sri. K.H. Sampath Kumar Raju Member
- 38. Press & Public Relations Committee**
1. Sri.T. Hazarathaiah Convener
 2. Sri. B. Rama Krishna Member
 3. Smt.J. Mohana Valli Member
 4. Sri. C. Vijaya Bhaskar Member
 5. Sri. V.K. Mastan Vali Member

PRINCIPAL

ETHNOPHARMACOLOGY

Ethnobotanical study of traditional herbal plants used by local people of Seshachalam Biosphere Reserve in Eastern Ghats, India

ARAVATHI MADHUSUDHANA REDDY^a, MADHA VENKATA SURESH BABU^a, RAMACHANDRA RAGHUVENKATA RAO^a

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Summary

Introduction: Ethnobotany is the study of medicinal plants used by local people, with particular emphasis on the use of wild and cultivated plants and animals. Ethnobotanical studies focus on the knowledge of the people and development of data bases on their knowledge for the future in preservation and regeneration of traditional herbs and maintenance of traditional knowledge.

Objective: The aim of present study is to highlight the traditional uses of herbal plants used by tribes in Seshachalam Biosphere Reserve, Eastern Ghats of Andhra Pradesh, India.

Methods: The ethnobotanical study of herbal plants was conducted according to the methods adopted by some authors. In-depth interviews, questionnaires were conducted with tribal physicians of Vadda, Nalanda and Kola tribes to gather the appropriate data on herbal plants and their usage of tribal people's lifestyle. Focus group discussions among local people and detailed documentation of the usage of plants were carried out.

India. J. Ethnopharmacol. 2019; 225: 1–10

3.Particulars of Books published





కొయలనీకు
ప్రసిద్ధ ఆలయాలు

వి.ఎల్.ఎస్. చంద్రశేఖర రావు

ప్రశ్న
ప్రశ్న
ప్రశ్న
ప్రశ్న
ప్రశ్న

- : చరిత్రోపన్యాసము,
- ప్రభుత్వ దీగ్గి కూకాం, రాజంపేట, కడప
- : రాష్ట్రక ప్రవేశము, అందూరి సుందర్లన, చరిత్రోపన్

మిటి శ్రీత ప్రథమం, మన జాతిమీ ఆంధ్ర, శ్రీశైల ప్రథమం, తిరుమల శ్రీత ప్రథమం, శ్రీ అమృతపురి చరిత్ర, శ్రీరామాయణ మంధూత శ్రీతాంధ్ర, రావణ శ్రీకృష్ణం చరిత్రం, మన భారత చరిత్ర, అమృత శ్రీశైలవాణి, గోదావరి తీర్థశ్రీతాంధ్ర, తిరుమల తిరుమల చరిత్రం, పుష్ప గమన, శ్రీశైలశ్రీ మహాత్మ్యం, హిరణ్య మహాత్మ్యం

ಪಾಠ್ಯ ಗ್ರಂಥಗಳು

అధునిక ప్రపంచ చరిత్ర (తెలుగు అకాడమి)
 ఇంగ్లీషీయర్ మొదటి సవరణకుం చరిత్ర (తెలుగు
 అకాడమి), ఇంగ్లీషీయర్ చరిత్ర (ఎ.సి.ఓ.మేన్ స్కూల్)


సంపాదకులుగా

నిన్నునెక్కడ అవే వాల్చును వాల్చునా : ఏ వర్తనము
గొంతునెక్కడ అవే అందమున ఏ వానము,
సానెడ & కలెడ, అందుల చరిత్ర - సాహిత్యం,
అందరే దీక్షితునెక్కడ : ఏ వర్తనము

ఇతర రచనలు

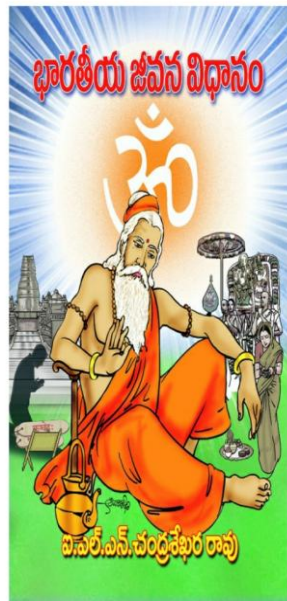
ప్రమాద బీజ, వారి మానసికతలో నానావి పరిణమిస్తూ
వ్యాపించి, అవశాసనీయమైన కళ్ళు, కర్రలు, నాణెలు,
ప్రమాదాల ప్రసారం. 'మన దేశ' భావోద్ధానాన్ని
విశ్వాసంతో ప్రకటించారు. అభ్యాసక బీజ భావోద్ధాన
ప్రకటన వ్యాపారాలు. అందులో ప్రసంగాలు.
అందుకునే వారితో 'అందుకునే' శ్రీమం ప్రకటన

1950

ISBN No. 



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Bharatheeya Jeevana Vidhanam

By I.L.N. Chandrasekhara Rao

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ಭಾರತೀಯ ಜೆನೆರಿ ವಿಭಾಗ

వి.ఎల్.ఎస్. చంద్రశేఖర రావు

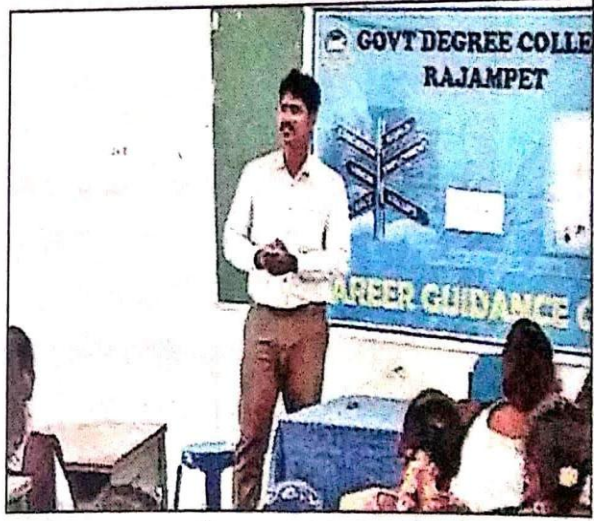
భారతీయ సంస్కృతి, సాంప్రదాయాలు ఎంతో ఉన్నప్పటికీ, ప్రపంచంలోని దాదాపు అన్ని దేశాలు మన సంస్కృతి, నాగరికతల బిడ్డలు. గుర్తించి ప్రపంచంపైనే మన పాలిస్తే అరాధ్యం, సాంప్రదాయాలతో ఎన్నో ఉన్నప్పటికీ విషయాలు, అల్లర్లు రహస్యాల దాగివున్నాయి. విశ్వం నిర్మలలేనా మొదలు నిర్మత ఉత్పన్నమైనవే వరకు అవసరంలే నియమాలు సమాజాలేమే -

ఈ "భారతీయ జీవన విధానం!"



కష్టపడితేనే రాణించేగలరు

రాజంపేట, న్యూస్టుడే : పోటీ ప్రపంచంలో కష్టపడితేనే రాణించగలరని పోటీ పరీక్షల విషయ నిపుణుడు ఎన్.సి. రెడ్డి తెలిపారు. మంగళవారం స్థానిక ప్రభుత్వ డిగ్రీ కళాశాలలో కెరీర్ గైడెన్స్ సెల్ ఆధ్వర్యంలో విద్యార్థులకు అవగాహన కార్యక్రమం నిర్వహించారు. ఈ సందర్భంగా ఆయన మాట్లాడుతూ కేంద్ర, రాష్ట్ర ప్రభుత్వ ఉద్యోగాలతో పాటు బ్యాంకింగ్, ప్రముఖ ప్రైవేటు సంస్థల్లో ఉద్యోగాల సాధనకు ప్రణాళికబద్ధంగా ఎలా చదవాలో వివరించారు. ప్రెస్నీపల్ డాక్టర్ జి.కృష్ణయ్య, కెరీర్ గైడెన్స్ సెల్ బాధ్యుడు టి.హజరత్తయ్య, ఉద్యాపకర్తలు పాల్గొన్నారు.



మాట్లాడుతున్న పోటీ పరీక్షల విషయ నిపుణుడు ఎన్.సి.రెడ్డి



CamScanner

GOVT DEGREE COLLEGE RAJAMPET
5.List of ENDOWMENT PRIZES

SNO	NAME & ADDRESS OF THE DONAR	NAME OF THE AWARD
1	Menta vijaya sekhar s/o M.Pandu Rangaiah,T.B.Road, Rajampeta	Menta vijaya sekhar & sons award
2	M.Rama Krishna Naidu, Maruti Prasanna Lodge,Anna Lodge,Rajampeta	Malepati Sarojamma Memorial award
3	Dr.N.Chandra Sekhar Reddy Secretary C.P.D.C Rjampet	In memory of Naga Vemula Reddy (Best out going students)
4	V.Lakshman & Sons Opp S.B.I Rajampeta	V.Lakshman & Sons Award
5	S.Ravindra & S.Narendra National Printers,Rajampeta 9440304777	Singam settee Narayana Memorial Award
6	Chejerla Subramanyam Raju Near Jaya Gowri Hospital Rajampet	Smt & Sri Chejarla subramanyam Raju Award
7	Dr.N.Chandra Sekhar Reddy Secretary C.P.D.C Rjampet	In memory of Naga Vemula Reddy (Best out going students)
8	M.Venkata Rami Reddy & P.Narasaiah, K.T Mines,Rajampeta	K.T.Mines Award
9	E.Krishna Moorthy Lec in Chemistry Govt Degree College Rajampeta	Smt Balamma & E.K .Krishna Moorthy Memorial Award
10	P.Ramesh Naidu M.B.A J agadeesh Bricks centre,Rajampeta	Pothugunta Lakshumma & Rama chandraiah & sons award
11	P.Ramesh Babu & Brothers Kuchivaripalli Rajampeta	Amrutha Award
12	Prof C.Adinarayana Reddy & Smt C.Sasi kala Reddy U.S.A	Suma Bala Reddy Memorial Award C/o Rama Subba Reddy Rtd Teacher,Aravind Nagar Kadapa
13	Dr.B.RavinDra c/o Jayanthi Nursing Home,Kadapa	Bandaru Ratna Sabhapati Memorial Award

GOVERNMENT DEGREE COLLEGE :: RAJAMPETA.

Department of Physical Education.

6.Paper Clipping.

క్రీడల్లో రాణిస్తే ఉజ్వల భవిష్యత్తు

రాజంపేట,
న్యూస్ టుడే:

క్రీడల్లో రాణిస్తే
ఉజ్వల భవి
ష్యత్తు ఉంటుం
దని ప్రభుత్వ
డిగ్రీ కళాశాల
ప్రిన్సిపల్ ప్రకాష్
రాజు తెలిపారు.
ఈనెల 14 నుంచి
మూడు రోజుల
పాటు తిరుపతి
మహిళా యూని
వర్సిటీలో నిర్వ
హించిన సీఎం



అంతర్ యూనివర్సిటీ పోటీల్లో ద్వితీయస్థానంలో నిలిచి
బహుమతిని అందుకుంటున్న కడప బాలికల వాలీబాల్ జట్టు

కప్ వాలీబాల్ క్రీడా పోటీల్లో కడప జిల్లా
బాలికల జట్టు పాల్గొంది. ఈ జట్టులో
రాజంపేట ప్రభుత్వ డిగ్రీ కళాశాలకు
చెందిన నలుగురు విద్యార్థినులు కె.తేజ,

బి.శ్రీవిద్య, జి.అమృత, ఇ.దీప్తి పాల్గొని
ఆటలో ప్రతిభ చూపడంతో ద్వితీయస్థా
నంలో నిలిచారన్నారు. ఈమేరకు శుక్ర
వారం క్రీడాకారిణులను ప్రిన్సిపల్ తో పాటు
పీడీ విజయ్ భాస్కర్ అభినందించారు.

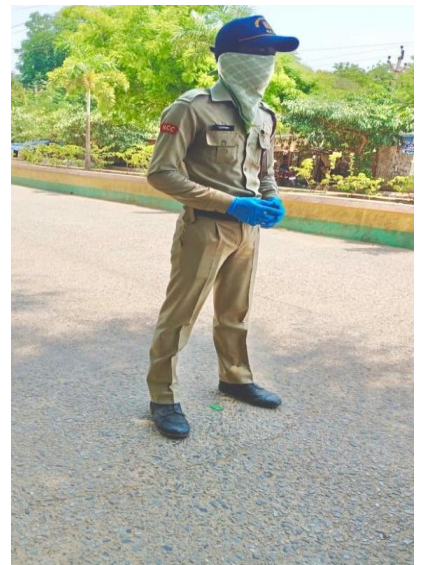
7.NCC activities done by NCC Cadets during COVID – 19.

Government Degree College, Rajampeta done different activities during Covid - 19. College NCC Officer Major C. Vijaya Bhaskar, took keen interest in conducting these programmes. The College is having 150 strength both S.D & S.W. During Covid -19 Twenty Five NCC Cadets only boys who are residing locally participated actively. During Lockdown period NCC Cadets cooked meals in the College and served to the homeless people, labors and beggars and others in and around Rajampeta. During this food distribution programme our College assisted to our NCC Cadets.

During Lock down period our College NCC Cadets were helped to the local police to maintain traffic duties along police persons. During duties they maintained traffic duties and social dissidence between the people. They maintained Que in local market.

The NCC Cadets have given awareness to the local people regarding the Corona and the precautionary measures to be taken. Every day the cadets are attending traffic duties at 07.00 hrs to 11.00 hrs in the morning and 16.00 hrs to 18.00 hrs in the evening. The police department appreciated the Cadets the duties render by the Government Degree College, Rajampeta.





GOVERNMENT DEGREE COLLEGE :: RAJAMPETA.
Department of Physical Education.
8.Activities done by the Dept, of Physical Education 2019 - 2020.



This is the programme done by the college on the occasion of “ Swatchta Pakwada” done by the Dept of physical Education and all college Students were participated in the event. This programme done for one week in the college on various events.



Police
comm
endati
on
Rally

Police Commendation rally was conducted by the students of our College on October 21st of 2019 .



9. Best Employee Award.



This Award was given by the M.L.A. of Rajampeta Sri Meda Mallikarjuna Reddy on the occasion of 15th January, 2019. (Independence Day) at R.D.O Office, Rajampeta.

జిల్లా ఎన్.సి.సి అధికారులకు పురస్కారం



పురస్కారం అందుకుంటున్న కెప్టెన్ సి. విజయభాస్కర్

వైబీయూ: జిల్లాకు చెందిన ముగ్గురు ఎన్.సి.సి అధికారులకు 68వ ఎన్.సి.సి వేడుకల్లో పురస్కారాలు అందజేశారు. తిరుపతి గ్రూప్ కమాండెంట్ కార్యాలయంలో ఆదివారం నిర్వహించిన ఎన్.సి.సి దినోత్సవంలో జిల్లాకు చెందిన కెప్టెన్ సి. విజయభాస్కర్ (ఉత్తమ ఏఎన్.సి. రాజంపేట), ఉత్తమ పీఠ స్టాఫ్ గా హవల్దార్ డి.కె.శర్మ, ఉత్తమ నాల్గవ తరగతి సిబ్బందిగా చలమారెడ్డి ఈ పురస్కారాలను అందుకున్నారు. కార్యక్రమంలో ఎస్.పీ.యూ వైస్ చాన్సలర్ ఆచార్య దామోదరం, ఆయన సతీమణి, ఎన్.సి.సి గ్రూప్ కమాండర్ కల్పత్ విరత్, 30 ఆంధ్రా బెటా లియన్ సీడ్ కల్పత్ అంబర్ డి గులియా పాల్గొన్నారు.

సాక్షి Mon, 28 November 2016
epaper: sakshi.com/c/14957889



NATIONAL SPORTS DAY ON 29-08-2019.

Games were conducted on the event of National Sports Day on 29th August 2019 to remember the great preference by the great Hockey player Major Dhyan Chand. Various games were conducted in the College.



National Participation



E. Deepthi III b.Com participated in National, State and Inter University Volley Ball tournament last year.

Intramural Competitions for College Day Celebrations.



State Participation



Dharani Ist B.Com has participated in state and Inter Collegiate Tournamens organized by Yogi Yemana University last year. She Ist Place in Tripple Jump and 2nd Place in Long Jump.

10.
BOTANY DEPT. FIELD TRIP



ZOOLOGY DEPT. DIRY FARM VISIT



11.Sri. K.SIVA PRASAD,II BZC WON DISTRICT I PRIZE,STATE I ST PRIZE & III PRIZE SOUTH ZONE AIDS AWARENESS QUIZ CONTEST CONDUCTED APSACS,VIJAYAWADA



12.NSS STUDENTS PARTICIPATING IN PULSE POLIO PROGRAMME



13.AWARENESS PROGRAMME ON ROAD SAFETY



14.CELEBRATIONS OF VIVEKANANDA JAYANTHI

