



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		THE ADONI ARTS AND SCIENCE COLLEGE, ADONI
Name of the head of the Institution		DR M AYYAPPA
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08512230582
Mobile no.		9849140285
Registered Email		adonicollegeiqac@gmail.com
Alternate Email		adonicollege@gmail.com
Address		Yemmiganur Road, ADONI
City/Town		ADONI
State/UT		Andhra Pradesh
Pincode		518302

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. G . CHNDRASEKHAR
Phone no/Alternate Phone no.	08512230582
Mobile no.	9849140285
Registered Email	adoniccollegeiqac@gmail.com
Alternate Email	adoniccollege@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.adoniccollege.com/aqar
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://adoniccollege.com/page/academic-calendar

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	81.70	2007	31-Mar-2007	30-Mar-2012
2	B	2.21	2014	21-Feb-2014	20-Feb-2019

6. Date of Establishment of IQAC	01-Jun-2010
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7. Internal Quality Assurance System		
Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

No Data Entered/Not Applicable!!!

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

The IQAC monitors and coordinates the planning and implementation of all curricular, extra curricular activities

The IQAC played significant role in making the staff and the students use of ICT tools T & L Process

The IQAC coordinates the functioning of different committees like Admission Committee, Examination committee, Grievance redressal committee, literacy committee etc

The Automated library and office whose functioning is monitored to provide efficient and transparent services to the students and the staff

The IQAC oversees & guides the activities of NCC & NSS. One NCC Cadet of the Institution's NCC unit was part of PM's rally at Republic Day Parade , New Delhi during the current academic year.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Academic plan prepared and implemented	Good UG Results
Guided and monitored the Student Support Services	One NCC Cadet of the college was at PM's Rally at New Delhi
Establishment of a new Computer Science lab	A new CS lab with eighteen new Computers established
Conducting of remedial coaching for the slow learners	Bridge/ Remedial classes conducted for slow learners
To promote social & cultural awareness among the students	The institution has conducted many awareness camps on voting rights , AIDS , tree plantation , blood donation and on illiteracy to inculcate social responsibility among the students. The students are encouraged to participate in cultural and sports activities conducted by various organisations.
Advise the departments to conduct Seminars/ workshops	Seminar / Workshop conducted by the Dept of Botany
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

No

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Adoni Arts and Science college is affiliated to Rayalaseema University, Kurnool. The Institution follows the common core syllabus for all UG courses prepared by the A P State Council of Higher Education (APSCHE) and approved by the university. The University prepares an Academic Calendar that specifies the

duration of the Semester, the date of commencement of exams, and the end of semesters every year. The implementation of the Academic Calendar is done after the approval of the University Academic Calendar by the IQAC. The Academic calendar is published in the Handbook given to each student so that all the UG students are aware of the Academic Schedule at the beginning of the academic year. The Departmental meetings are conducted regarding the distribution of the syllabus among the faculty. All the faculty members prepare Annual Curricular Plans and the faculty prepare the teaching plans in accordance with the Academic Calendar and syllabus given by the Rayalaseema University which is reviewed periodically by the In-charges of the Departments and by the Principal. The Institution encourages the faculty to attend Orientation programmes, FDPs, and Refresher courses, organized by the Universities and the Academic Staff Colleges which improves the teaching-learning practices. This helps the faculty in effective curriculum delivery. The UG Students hail from heterogeneous groups in terms of Socio, economic and Academic backgrounds. Subject-wise bridge courses at the beginning of the academic year are conducted to the students to bridge the gaps in curriculum concept. Guest lectures, Seminars, and Workshops Conferences are organized by the departments to impart knowledge in the concerned subjects. Field trips to the Laboratories, Industries, and historical places are organized to gain first-hand experience, practical knowledge and to develop observation skills among the students which facilitate experiential learning and inculcate scientific and research temper among the students. ICT-based teaching and learning is adopted for effective curriculum delivery and is well supported with help of LCDs, Virtual classrooms, and e-resources. The evaluation is done through internal and external examinations. The internal examination includes both written examination and seminars. Students are categorized into slow, average and advanced learners and the faculty customizes their teaching process accordingly. Activities such as quizzes, Group Discussions are also conducted frequently. Guidance and other competitive examinations are regularly organized by Entry into Service Committee. Laboratories and Library are updated at regular intervals every year as per the changes in the curriculum there by playing a major role in effective curriculum delivery. The curriculum is supplemented by Add-on/Need- based Certificate Courses. The students are encouraged to register for the Certificate Courses offered by IGNOU to enhance their competencies. Accordingly, the college effectively implements the given curriculum. Thus, the Institution caters to the needs of the students by adopting various methods and methodologies in implementing teaching learning evaluation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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BA	HEP	01/08/2015
BA	MES	01/08/2015
BA	HPT	01/08/2015
BBA	BBA	01/08/2015
BSc	MPC	01/08/2015
BSc	BZC	01/08/2015
BSc	ZPC	01/08/2015
BSc	MPCs	01/08/2015
BSc	MSCs	01/08/2015
BSc	MECs	01/08/2015
BCom	General	01/08/2015
BCom	CA	01/08/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The Institution gives importance to the feedback obtained from the students as it is an important component of effective teaching learning. Feedback improves learner confidence, motivation to learn besides helping the teachers to evaluate their teaching strategies. The IQAC of the Institute conducts and obtains feedback on the performance of the teachers. A standard questionnaire covering different aspects Teaching methods of the Teachers is prepared and</p>

approved by the IQAC. The same questionnaire is given to the Department of Computer Science for feeding it in the online feedback software. Once it is readied, the students of different Courses are taken to the computer lab and asked to fill in the approved questionnaire. The feedback is obtained on the performance of all the teachers. After the completion of the whole exercise, the results of the feedback are automatically generated. The confidential report of the results is submitted to the Principal for his/ her consideration. After perusal of the report, the Principal convenes a general meeting of the staff where he deliberates the findings of the report and suggests ways to improve the standards of teaching.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	MES	60	24	9
BA	HEP	60	220	73
BSc	BZC	50	150	63
BSc	MPC	50	60	41
BSc	ZPC	50	25	12
BCom	GENERAL TM	80	74	49
BCom	GENERAL EM	80	60	41
BA	HPT	60	70	53
BSc	MPCS	50	85	58
BSc	MECS	50	90	59
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	Nil	0	25	0	25

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
80	75	11	14	2	15
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

There is a Mentor- Mentee Cell which is constituted to support and give guidance to the students to excel their academic and professional career thereby contributing to their holistic development. It is very effective mechanism that is aimed at providing solutions to the Academic issues being faced by the students. The students come across difficulties and face academic and other challenges during the course of study. To cope with such problems and to enable them to excel in academics and personal life up to their potential, a Mentor- Mentee system for the students of the institution has been helpful. The students are provided counselling through personal attention and regular interaction during their stay on campus, by the allotted Mentor. The students are given guidance and suggestions on studies, personal counselling, regarding career choices and how to be successful in the university examinations. The scheme has become very successful in bridging the gap between the teacher and the student. It has reinforced a positive atmosphere of conviction and faith about the Institution. The system has an impact on the whole functioning of the Institution. Aims and Objectives ? To bridge the gap between the mentor and the mentee. ? To ensure the quality performance of the students in academics. ? To deal with and help to overcome the problems for the holistic development of the students. ? To provide congenial learning environment. ? To motivate them to pursue higher studies and competitive examinations. ? To discuss stress related issues, if any. ? To monitor the academic performance and assess the outcome. Details of the System ? Mentees shall be assigned to the mentors right from the first year of the program. ? . A mentor shall not have more than 30 mentees at a time. ? The mentor shall meet the mentees regularly and record the outcome of the meeting ? Attendance: The mentor shall observe and monitor the attendance of the mentee. He/she shall advise and take necessary follow up action with regard to students who do not meet the attendance norms of the college. ? Academic Matters: The mentor shall also keep a track of the academic performance of mentees including continuous assessment, term and examination and help the mentee through counselling or by arranging remedial teaching, if necessary ? Behavioural and discipline matters

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2523	80	1 : 32

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
71	25	46	0	16

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised 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	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	32	I,III,V	20/10/2018	11/02/2019
BA	10	I,III,V	20/10/2018	11/02/2019
BSc	62	I,III,V	20/10/2018	11/02/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute is affiliated to Rayalaseema University which is in turn governed by the A P State Council of Higher Education (APSCHE) in the Academic matters. In the CBCS System, there's provision for Continuous Internal Evaluation (CIE) as well as External Assessments for which 30 and 70 of marks allocated respectively in all the UG subjects and the question paper pattern of CIE is prepared in a way to help the students to excel in External Assessment. Usually, two Internal exams are conducted in each subject in a Semester and an average score of these two tests is calculated and recorded on the University web portal for addition to the External Marks. After first Internal exam, the students who did not perform well in the test are suitably advised to better their score in the subsequent exams, particularly External exam. Mock practical exams are conducted prior to the Public Practical exam. The students are intimated the batch wise schedule in the departmental notice boards and these exams are conducted as per the schedule. It enables the students to face public exams with greater confidence. As the Institute is not an Autonomous Institution, there is little scope to undertake reforms in the conduct of CIE. The Institution scrupulously adheres to the guidelines of the University vis a vis CIE. The Examination committee oversees the conduct of Internal Assessment in the Institution. Usually, two Internal exams are conducted for each subject in a Semester and an average score of these two tests is calculated and recorded on the University web portal for addition to the External Marks. If there are any grievances regarding the evaluation, the students are advised to bring the matter to the department concerned for early and fair redressal. If any grievance couldn't be resolved at the department, there's mechanism to bring such matter(s) to the Examination Committee (No such case has been reported so far). Thus, CIE is undertaken.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution attaches a lot of importance of preparing the Academic schedule for the Academic year. At the commencement of the Academic year, the Institution receives the Academic Calendar from the University. It is placed in the IQAC for necessary approval. Once approved, it is circulated among the Departments of the college. A copy of the Academic Calendar is published in the Student Handbook published in the beginning of the Academic year every year thus, it is a given a wide publicity. The faculty strictly adheres to the Academic Calendar in completion of syllabus and conducting model practical exams as well as Internal Exams. It also helps the faculty to schedule other Academic Activities like Departmental seminars, Quiz programs besides extra-curricular Activities. The IQAC ensures effective implementation of the Academic Calendar. The IQAC gives necessary guidelines to the faculty regarding the execution, preparation of necessary documents pertaining to teaching, learning and evaluation. The IQAC constitutes necessary committees like the Examination Committee, etc for effective conduct of Examinations. It inculcates Academic discipline among the staff and the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://adonicollege.com/uploads/gallery/media/programme%20outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
10	BA	HEP	62	52	83.87
1	BA	HPT	52	46	88.46
12	BA	MES	21	13	61.96
32	BCom	GENERAL EM	63	62	98.41
32	BCom	GENERAL TM	57	56	98.25
98	BBA	BBA	54	27	50
31	BCom	COMPUTER APPLICATIONS	132	100	75.76
62	BSc	MPC	54	34	62.96
58	BSc	BZC	47	35	74.47
53	BSc	BIO TECH	8	6	75
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://adonicollege.com/page/student-satisfaction-survey>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Work Shop on Improving Communication and Presentation Skills by Mahesh Bhasker Pandit	BOTANY	09/08/2018
GUT MICRO-BIOTA in HEALTH AND DISEASE	BOTANY	15/09/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BOTANY	3	0.1
National	CHEMISTRY	2	0.1
National	TELUGU	2	0

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
TELUGU	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Genetic analysis of P 53 GENE using unweighted pair Group Method with arithmetic Mean and Neighbour Joining Methods	P.Yugand harReddy	International Journal of Advanced Research (IJAR)	2018	10.214	The Adoni Arts and Science college, Adoni	2

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
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					citation	the publication
NIL	NIL	NIL	Nil	0	0	NIL

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	2	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NATIONAL INTEGRATION CAMP	SETKUR SETSRI	1	18
NATIONAL TREKKING CAMP	GOVERNMENT OF HIMACHAL PRADESH	0	1
AP STATE LEVEL NSS YOUTH FESTIVAL, GUNTUR	GOVERNMENT OF ANDHRA PRADESH	1	13

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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
REPUBLIC PARADE CAMP, PMS RALLY ,NEW DELHI	PARICIPATION CERTIFICATE	DIRECTOR GENERAL , NCC , NEW DELHI	1
TALASAINIK CAMP	PARICIPATION CERTIFICATE	DIRECTOR GENERAL ,INDIAN ARMY, NCC , NEW DELHI	1
TALASAINIK CAMP	PARICIPATION CERTIFICATE	DIRECTOR GENERAL ,INDIAN ARMY, NCC , NEW DELHI	1

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NCC 28 (A)Bn , NCC , KURNOOL	INDIA RED CROSS SOCIETY DEPARTMENT OF FIRE	DEMONSTRATION OF EXTINGUISHING FIRE	4	30
NCC 28 (A)Bn , NCC , KURNOOL	ROTARY CLUB DEPT OF POLICE	CANDLE RALLY IN TO PAY	6	380

		TRIBUTES TO PULWAMA MARTYS		
NCC 28 (A)Bn , NCC , KURNOOL	LOCAL SCHOOLS COLLEGES	SWACHTHA PAKWADA RALLY	6	380
NCC 28 (A)Bn , NCC , KURNOOL	LOCAL SCHOOLS NCC CADETS	WORD WATER DAY	2	45
AWARENESS ON SHE TEAMS	DEPT OF POLICE	Awareness Program	8	200
AWARENESS RALLY ON SWACH BHARATH	ADONI MUNICIPALITY	AWARENESS RALLY	4	100
ORIENTATION PROGRAM ON TRAFFIC RULES	RTO, ADONI	Awareness program	4	250
VOTER AWARENESS PROGRAM	ENADU NEWS PAPER	PLEDGE	5	200
FRANKLY WITH UMA , PSYCHOLOGIST	ALUMNI ASSOCIATION	Awareness program	4	250
KISHORI VIKASAM	ICDS PROJECT , ADONI URBAN	Awareness program	3	150
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	NIL
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
BITS (Adoni)	01/06/2017	EXCHANGE OF BOOKS	300
ST. Johns College of Engineering Technology,	01/06/2017	EXCHANGE OF BOOKS	250

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4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1050000	1027793

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSOFT	Fully	9.8.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nil	0	0	158	23889	158	23889

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	226	3	226	1	0	14	15	40	0
Added	18	1	18	0	0	0	0	300	0
Total	244	4	244	1	0	14	15	340	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

340 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3600000	3562393	1460000	1459738

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Institution primarily focuses on optimal utilization of physical, academic and support facilities and has established systems and procedures for maintaining them. It is being done by the following committees: 1. Stock verification Committee 2. Library committee 3. Sports Committee 4. Purchase Committee These committees verify the equipment or facilities with stock register and suggest any kind of suggestions to improve the facilities and submit a report to the Principal for necessary action. 1. Laboratories: All the staff of Science Departments ensure the proper and optimum utilization of the equipment in their respective laboratories. Each lab has support staff like Lab Assistant, and other subordinate staff who maintain laboratories under the supervision of the in-charge of the department. The request for the purchase of new equipment required is resolved by the departments in their departmental meetings and indent is sent to the principal who refers it to the Purchase Committee which adopts transparent procedure in the purchase of equipment. All the purchases made are entered in the stock register of the respective lab which is checked annually by the Stock Verification Committee 2. The maintenance of IT infrastructure like updating the software, removal of virus, networking and internet connectivity issues in the college are done under the supervision of the Department of Computer science. Regular servicing of computer systems is done by the services of outsourced technicians. 3. The new books, magazines and journals for the library are purchased by the Library Committee on the recommendation of the Lecturers in Charges of the Departments. Pest control of library books and records, book binding of old books is done periodically. 4. The Physical Director and members of the Sport Committee maintain the gym and other sports Infrastructure and equipment on the campus. 5. The minor repairs of the existing furniture and purchases are done by the Purchase Committee in coordination with the office staff. under the supervision of the Principal. 6. The maintenance of other infrastructural facilities like RO water plant, campus cleaning, upkeep of generators AVCs washrooms, electrical and plumbing works are done by the support staff under the supervision of the Office Staff. 7. The Campus is kept clean by the contingent staff of various departments. The classrooms are kept tidy by the Sweepers assigned to the different wings 8. Department of Botany and NCC Cadets NSS units of the college look after the plantation and maintain the greenery in college campus regularly. (407)

<https://adonicollege.com/uploads/gallery/media/Maintenance.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	RTF SCHEME	2147	12549738
Financial Support from Other Sources			
a) National	0000	0	0
b) International	0	0	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NIL	Nil	0	NIL

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	0	0	0	0

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Infosys , TCS	100	7

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
------	--------------------	--------------------------	---------------------------	----------------------------	-------------------

	enrolling into higher education				admitted to
2018	30	B.COM	COMMERCE	THE ADONI ARTS AND SCIENCE COLLEGE, ADONI	M.COM
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NATIONAL INTEGRATION CAMP	UG	18
NATIONAL TREKKING CAMP	UG	1
AP STATE LEVEL NSS YOUTH FESTIVAL, GUNTUR	UG	13
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	NIL
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Administration of the Institution is decentralized. In the beginning of the Academic year, The Principal constitutes various committees with the Principal as Ex-officio Chairman and appoints a Convenor for each committee. The Convenor co-opts the members of the respective committee. In the process, in order to air their views and concerns on various matters of Academic interest, from two to four student representatives on the basis of merit are nominated on these committees on the advice of the Convenors. The inputs given by the students in the matters relating to curricular, co- curricular and extracurricular activities that take place in the college are given due importance. Thus, the Students have representation in the following committees. 1. Student Grievance and Redressal Committee: It looks into grievances of the students relating to ragging, sexual harassment and other grievances. The Institution adopts the policy of zero tolerance in respect of ragging sexual harassment. There have been no instances of ragging sexual harassment on the campus so far. 2. Women Empowerment Cell: It organizes various programs for women empowerment and other issues pertaining to women. The Girl students are actively involved in such programs. 3. Cultural Programs Committee: It organizes cultural programs for

various occasions and the students plan and participate in the events. 4. Sports Committee: It manages all matters relating to conduct of games and sports. . 5. Library Committee: It manages all matters relating to the library. 6. Special Fee Committee: It considers the proposals of various departments for the utilization of Special fee fund and ratifies the relevant proposals. 7. Purchase Committee: It considers the proposals of various departments for the purchase of equipment These committees meet at regular intervals and discuss relevant matters taking into consideration inputs of the student representatives. The students actively take part in organizing National festivals, Sports Day and any other Important event organized on the Campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution being Aided, The Chairman of the college is the head of the Managing Committee and the Secretary Correspondent is vested with all powers pertaining to the Institute. But the Principal and the faculty enjoy functional autonomy in respect of all Academic matters. The Principal being the head of the Institution, He/she takes major decisions pertaining to academic, administrative and other matters in consultation with the Senior faculty. Various committees are framed for the successful conduct of various functions and activities. be it Academic or Administrative. With regard to the Academic matters, the Committee Conveners and in charges of the departments have functional autonomy to decide on the various departmental academic matters and events. The conveners and in charges of the departments play a crucial role in decentralizing the resources by scheduling the activities of the department and assigning responsibilities to the respective department faculty. They are also involved in the framing of the timetable at the beginning of each semester, subject allocation, assigning department coordinators for various committees, organizing Seminars and Workshops, arranging Field visits etc. Similarly, the Administration of the institution is decentralised. In the beginning of the Academic year, The Principal constitutes various committees with the Principal as Ex-officio Chairman and appoints a Convenor for each committee. The Convenor co-opts the members of the respective committee. In the process, in order to air their views and concerns on various matters of Academic interest, from the student community two to four student representatives on the basis of merit are nominated on these committees on the advice of the Convenors. The inputs given by the students in the matters relating to curricular, co- curricular and extracurricular activities that take place in the college is vital. 1. Student Grievance and Redressal Committee: It looks into grievances of the students

relating to ragging, sexual harassment and other grievances. The Institution adopts the policy of zero tolerance in respect of ragging sexual harassment. There have been no instances of ragging sexual harassment on the campus so far.

2. Women Empowerment Cell: It organizes various programs for women empowerment and other issues pertaining to women. The Girl students are actively involved in such programs.

3. Cultural Committee: It organizes cultural programs for various occasions and the students plan and participate in the events.

4. Sports Committee: It manages all matters relating to conduct of games and sports.

5. Library Committee: It manages all matters relating to the library.

6. Special Fee Committee: It considers the proposals of various departments for the utilization of Special fee fund and ratifies the relevant proposals.

7. Purchase Committee: It considers the proposals of various departments for the purchase of equipment. These committees meet at regular intervals and discuss relevant matters taking into consideration inputs of the student representatives. The students actively take part in organizing National festivals, Sports Day and any other Important event organized on the Campus.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The Institution is affiliated to Rayalaseema University, Kurnool and follows the curriculum and syllabus prescribed by the University for all its courses as per APSCHE guidelines. As an affiliated Institution it is not empowered to design its own curriculum. A few Senior faculty members from our college have been Chairmen / members of the Board of Studies of various subjects constituted by the university. As Chairmen / members of the BoS have contributed to curriculum development which will have a bearing on the other affiliated colleges.
Teaching and Learning	Realising the importance of the student centric approach in the Teaching Learning process, the same is adopted. The Institute has well equipped laboratories in all the Science Departments including Computer Science Commerce Departments which augmented the Infrastructure with UGC -BSR Grants. The students are actively involved in the learning process under the supervision of the faculty thus, student centric and participatory learning is promoted and they gain hands on experience. Besides, the students organize and participate in Seminars, Quiz programs, group work, pair work, debates in which there's greater scope for interaction in the

	learning process .
Examination and Evaluation	The Institution strictly adheres to the Academic Calendar sent and subsequently approved by IQAC in conducting Internal Assessment without deviating from the prescribed schedule and pattern set by the University. As the Academic Calendar is published in the college Handbook given to all students, the students plan their studies. The Internal Assessment marks allocation is uniform in all subjects and question paper pattern is prepared in a way to help the students to excel in External Exams. Usually, two Internal exams are conducted for each subject in a Semester and an average score of these two tests is calculated.
Research and Development	The Institution being an undergraduate affiliated constituent college, there is little scope to undertake quality research. But, the faculty are encouraged to participate in National seminars, workshops so that it would help in the the Teaching Learning process. Some of the faculty take initiative and publish Articles in reputed journals.
Library, ICT and Physical Infrastructure / Instrumentation	The Institution boasts of excellent Infrastructural facilities. Today, it has 50 well ventilated class rooms. State of the Art facilities in all the Science laboratories, three Computer labs with around 200 Computers with 20 mbps Internet facility, six rooms with ICT Tools (LCD Projectors, Audio-visual equipment) and fully Automated library. Besides, there are separate hostels for boys and girls. There is a Health Centre on the Campus in which a Qualified medical practitioner attends to Health-related issues of the students and the staff. There a branch of Union Bank of India on the Campus for the students and the Staff .
Human Resource Management	The Principal being the head of the Institution, He/she takes major decisions pertaining to academic, administrative and other matters in consultation with the Senior faculty. Various committees in which the students and the staff are members are framed for the successful conduct of various functions and activities. The Committee Conveners and in charges of the departments have functional

	<p>autonomy to decide on the various departmental events. The conveners and in charges of the departments play a crucial role in decentralising the resources by scheduling the activities of the department and assigning responsibilities to the respective department faculty.</p>
Industry Interaction / Collaboration	<p>The Institution has two Platoons of NCC Boys 28 (A) BN, Kurnool and two Platoons of Girls Units. Besides, there are three NSS Volunteer units. They are actively involved in the Collaborative Community service as well as social awareness programs throughout the year. Enrolment into NCC NSS is taken up immediately after admissions for the I year Courses. These Cadets and Volunteers are sensitised to participate in Community Service initiatives such as conduct Blood Donation Camps, Clean Green Programs on off the campus, to generate awareness about social issues like "Save Girl Child", "AIDS Control."</p>
Admission of Students	<p>The admission process of 2018-2019 was offline and the admission procedure in the Aided sections was done as per the roaster system laid down in the government norms to bring about social justice and upliftment of under privileged sections. Applications from the eligible candidates were invited after declaration of results of Intermediate board examinations. The merit lists were prepared and according to the merit index and reservation all the seats were filled up. The same procedure was adopted to fill the self-financing courses as well.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	<p>The Institution makes use of e-governance to provide speedy, efficient and transparent Administration to the students and the staff. The college office is totally Automated. Administrative business starting from the student registration for admission to the issuing the TC from the college, are executed using an office Administration Software developed by the Department of Computer Science. Even the Service matters of the staff are computerized thus, the students and the staff reap the benefits of e-</p>

	governance in transparent and efficient Administration.
Finance and Accounts	As the Administration of the Institution is fully automated, all the financial transactions ranging from payment of fees by the students to disbursement of salaries to the staff are computerised. For the disbursement of salaries of the Aided staff, a software application developed by the Finance Department of the Government of AP called Comprehensive Financial Management System (CFMS) is used. It provides transparency.
Student Admission and Support	The Admission process in the institution is fully automated. Majority of the students on the roll are dependent on the scholarships provided by the Government of Andhra Pradesh. All of them register themselves on Jnana Bhoomi portal, a Government of Andhra Pradesh software used for Students post metric Scholarships. Registration and Disbursing scholarships for all BC/SC/ST and Minorities is done through this portal. The college library is fully automated with LIBSOFT software. The library subscribes to NLIST and logins are provided to all students and staff who use them in e-learning centre.
Examination	As the Institution is affiliated to Rayalaseema University, it utilizes the Online examination portal of the university to upload the student examination particulars, to upload internal and practical marks, download hall tickets, D-forms of examination centre and results.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	NIL	NIL	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional	Title of the administrative	From date	To Date	Number of participants	Number of participants
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	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	0
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	1	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. 6 month full fay maternity leave for the female staff 2. partial reimbursement of medical expenses 3. The Institution extended the facility of Employer Provident Fund to the members of Un Aided Teaching staf	1. 6 month full fay maternity leave for the female staff 2. partial reimbursement of medical expenses 3. The Institution extended the facility of Employer Provident Fund to the members of Un Aided Non-Teaching staff	Incentive Prizes for the meritorious students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution, being an Aided one, receives grants as Budget from AP State Government towards the salaries of the Aided Staff. In order to ensure transparency in utilization of the financial resources of the college, the accounts of the college are being audited regularly The institutional financial accounts are audited by internal and external Auditors. 1. Internal Audit: The UGC accounts and Aided Sections Fee Accounts are regularly audited by the local auditors as well as by the Auditors deputed by the Commissioner of Collegiate Education A.P Vijayawada. The grants received from the UGC are audited by a Local Audit Agency prior to sending the Utilization Certificate. Un-Aided Fee Accounts are audited by a Local Audit Agency. 2. External Audit: The external audit is done by the officials of the Accountant General, Government of India. Following are the source documents that are reviewed during such audits: Cash books of different categories, Service Registers, register of increments, pay bills, pay bill register, leave account register, pay fixations, last pay certificates, allowances sanctioned, register of loans, Attendance Registers, register of recoveries, pension register, etc.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	--
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Commissionerate of Collegiate Education	Yes	Principal
Administrative	Yes	Commissionerate of Collegiate Education	Yes	NO

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. The Institute the parents interaction meet. 2. Planning and conducting Placement Drives 3. Mobilization of funds for Institutional development.
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6.5.3 – Development programmes for support staff (at least three)

1. Earned Leaves Encashment 2. 6 months full pay maternity leave 3. Partial reimbursement of medical expenses

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of new courses 2. Placement Drives hosted 3. More Social outreach programs planned implemented successfully

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	NIL	Nil	Nil	Nil	0
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the

year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
CHANGES OF BEHAVIOUR IN HUMAN PSYCHOLOGY	17/12/2018	17/12/2018	180	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institution is exploring the possibility of using alternative energy resources like solar energy to supply power to street bulbs on the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	20
Scribes for examination	Yes	3
Physical facilities	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	Nil	NIL	NIL	Nil
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
HAND BOOK	02/08/2018	The Institution has a prescribed Code of Conduct for the students and the staff. The Code of Conduct for the students is printed in the Hand book given to the students after their admission in the college so that they are aware of it and it is given wide publicity. The students are expected to abide by it. The IQAC constitutes the Discipline Committee which supervises enforcement of Code of Conduct among the students. Any serious

violation of it may incur serious punishment.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
AWARENESS ON SHE TEAMS	25/01/2019	25/01/2019	200

[View File](#)

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The Institution is located amidst lush greenery thanks to following eco-friendly policies adopted. ? Nurturing the Botanical Garden ? Tree Plantation drives by NCC NSS ? Clean Green initiatives by NCC NSS ? Use of LED Bulbs to conserve electricity ? Conducting Environment conservation awareness programs

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The Adoni Arts and Science college has been established not only to impart Quality Education but also to inculcate Social Responsibility among the students besides working for their holistic development. The Institution has adopted several Best Practices which justify raison d'être. The Institution is located on a 40 Acre sprawling Campus. Thanks to the financial Assistance from the UGC, the Successive State Governments and the Philanthropists, the College boasts of excellent Infrastructural facilities in Kurnool district. Today, the college has 50 well ventilated class rooms. State of the Art facilities in all the Science laboratories, three Computer labs with around 200 Computers with 20 mbps Internet facility, six class rooms with ICT Tools (LCD Projectors, Audio-visual equipment) and fully Automated library. The Institution has sprawling play grounds of 26 Acres. An Out Door Stadium and an Indoor Stadium were constructed with the financial Assistance of UGC. The former has an Athletic track and a cricket pitch and the latter has 5 Badminton Shuttle Courts. Besides a well-equipped Gymnasium, there are separate Courts to play Basketball, Hockey, Kho-kho and other outdoor games. All these Sports Infrastructure and facilities are extensively used by the students of the Institution as well as general public. The Authorities host various Tournaments. The Institution has an open-Air Stage where cultural events are organised. Coinciding with the Golden Jubilee celebrations of the college in 2012, a spacious Golden Jubilee Hall was constructed with the financial Assistance of the UGC. The college students use it for conducting various Quiz and other competitions. Besides, there are separate hostels for boys and girls. There is a Health Centre on the Campus in which a Qualified medical practitioner attends to Health-related issues of the students and the staff. There a branch of Union Bank of India on the Campus for the students and the Staff. The fully automated library has more than 60000 books. All these helps All round development of the students. CERTIFICATE / DIPLOMA COURSES There are IGNOU and BR Ambedkar Open University Study Centres on the campus where in the regular students are encouraged to pursue Certificate / Diploma Courses while pursuing regular UG Course. The students have to broaden their horizons of knowledge in their allied fields of study for better career opportunities. In this competitive world, it is said, knowledge is power. It is better for the students to enrich their allied fields of study. Encouraging and motivating the students to pursue certificate courses offered by IGNOU is a step in that direction. IGNOU provides an avenue where they can pursue different certificate courses and it also provides the students get extra qualification besides a regular degree. The IGNOU invites applications for various Courses offered two times in a year viz in June December. Regular Degree students are encouraged to

register for any certificate course so that they can improve their qualification without having to attend classes on any given working day. As result of initiatives by the staff who also discharge their duties as Counselors in IGNOU, many regular students are evincing interest to pursue certificate courses. During this year (2018-2019) , about 120 students registered for different certificate courses and most of them have successfully completed the courses. DECENTRALIZATION The Administration of the Institution is decentralised. In the beginning of the Academic year, The Principal constitutes various committees with the Principal as Ex-officio Chairman and appoints a Convenor for each committee. The Convenor co-opts the members of the respective committee. In the process, in order to air their views and concerns on various matters of Academic interest, from two to four student representatives on the basis of merit are nominated on these committees on the advice of the Convenors. The inputs given by the students in the matters relating to curricular, co- curricular and extracurricular activities that take place in the college is vital. Thus, the Students have representation in the following committees. 1. Student Grievance and Redressal Committee 2. Women Empowerment Cell 3. Cultural Committee 4. Sports Committee 5. Library Committee 6. Special Fee Committee 7. Purchase Committee These committees meet at regular intervals and discuss relevant matters. The students actively take part in organising National festivals, Sports Day and any other Important event organized on the Campus. Awarding Endowment Prizes The Philanthropists and other prominent citizens of Adoni town, in memory of their loved ones, donated some Lump sum amount to the Institution for the purpose of awarding cash incentives to the meritorious students in various disciplines. The amount donated from them is deposited in the Union Bank of India (which is on the campus) and the interest accrued from these deposits per annum is given as Cash incentive to the meritorious students as per the directions of the donors. The list of donors is published in the Hand Book given to all the students. Besides, the Management of the college gives cash incentives and Tabs to the meritorious students in the Public exams. Eco-Friendly Campus The Institution is located amidst lush greenery which is result of plantation drives being undertaken on the campus for many years. The student volunteers not only keep the campus clean but also maintain sustain greenery. An exclusive Botanical Garden was established with the financial Assistance of UGC. It houses rare and medicinal plants thereby creating pollution free environment on the campus. It's maintained by the Department of Botany. Water Drip pipes to water plants are used to conserve water. NSS NCC The Institution has two Platoons of NCC Boys 28 (A) Bn Kurnool and two Platoons of Girls Units. Besides, there are three NSS Volunteer units. All of them are actively involved in the Community service as well as social awareness programs throughout the year. Enrolment into NCC NSS is taken up immediately after admissions for the I year Courses. These Cadets and Volunteers are sensitised to participate in Community Service initiatives. Given below are the details of such programs. NCC Cadets NSS Volunteers ? regularly conduct Blood Donation Camps. ? Participate in Clean Green Programs on off the campus ? Take out Rallies in the town to generate awareness about social issues like "Save Girl Child", "AIDS Control", ? Celebrate important Events throughout the year like: "Rashtriya Ekta Diwas", etc ? Generated awareness about the precautions to be taken during Covid and distributed Masks Sanitizers among the households in Adoni Town. NCC Cadets participate in various camps organized in various parts of the Country. The services of these cadets are solicited for maintenance of Queues and rendering voluntary service in nearby Urukunda Eranna Devasthanam , Mantralayam Raghavendraswamy Mutt and Ranamandala Anjaneya swamy temple during auspicious occasions when there's heavy rush of pilgrims. FACILITIES FOR THE DIFFRENTLY ABLED To make accessibility easy to class rooms and other vital locations on the campus for the physically challenged students and staff, rails and ramps were constructed with the financial assistance of UGC. In addition to this

facility, there are wheel chairs on the campus to carry those who need it. Student Placement Cell: The Skill Development of Andhrapradesh in collaboration the Student Placement Cell of the Institution has opened a training centre on the college campus. The Centre is fully furnished with an LCD Projector, a PC, a Printer and Internet connectivity. The Centre has received TABs and Laptops to be used by the students during the training sessions. A Resource Person attached to the centre monitors the Training Activities. The Centre has arranged several training sessions to the students during the academic year and organized a Campus Recruitment Drive as well. It also guides the students who wish to attend off campus Placement Drives. Student Grievance Redressal Cell: There is a Student Grievance Redressal Cell on the campus. The students can register any complaint relating to ragging, eve teasing, etc. Thanks to the awareness campaigns organised from time to time, there have been no such complaints and the campus has been ragging free. Besides these the Institution provides RO Drinking water to the inmates of the boys and girls hostels and the students and the staff. And the Institution has always been trying to adopt such initiatives for the holistic development of the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://adonicollege.com/uploads/gallery/media/BEST%20PRACTICES.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Since its inception, the Adoni College has become one of the leading educational institutions in the Rayalaseema Region and has become synonymous for its academic excellence, discipline of its students, committed faculty and a high sense of social responsibility. Major initiatives of the institution in respect of introducing new courses and augmenting infrastructure to keep up with changing times has helped it realise the objectives envisaged in the Vision and Mission Statement. Thus, it has transformed into one of the prestigious Institutions in this region. The Institution has augmented Infrastructure and learning resources with the financial Assistance of UGC the State Government funds. The infrastructure is utilized for providing better facilities to the students. The staff and students of the institution are extensively benefitted from the facilities like ICT enabled classrooms, laboratories, fully automated library, seminar hall, virtual classrooms, internet, wi-fi connectivity, women waiting room, Health Centre, RO water plant, the state-of-the-art computer labs provided by the institution. The institution fulfils its social responsibility by conducting extension activities and community outreach programmes regularly with the active participation of the student volunteers and the staff. The institution strives to provide transparent and efficient administration. It is achieved through the decentralization of administration, automated office and accountability, responsibility and efficiency in academic and administrative matters. The Institute has always tried to be in sync with the new trends in Education to remain relevant be it adapting to new Teaching and learning methods. One of the major challenges that the Institutes is facing is inculcating Employability Skills among the students. The students are encouraged to learn such courses besides the ones mandatorily taught in the prescribed curriculum so that they enhance their employability potential. The Institute is providing various avenues in this regard. One such initiative is the Certificate Courses offered by IGNOU which has a Study Centre on the campus. Regular Degree students are encouraged to register for any certificate course so that they can improve their qualification without having to attend classes on any given working day thereby improving their employability skills. We believe such initiatives

engender 'all round' development of the students. The Institute continuously strives to achieve academic excellence

Provide the weblink of the institution

<https://adonicollege.com/uploads/gallery/media/InstitutionalDistinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

The Institution has always endeavoured to impart Quality Education to the students. The Vision Mission Statement of the Institution will direct us to prepare the plan for the future. To continue to provide value skill based education to students . To inculcate leadership qualities among students. To organise more gender-sensitive programmes. To strengthen MOUs and linkages with National and institutions and organisations. To encourage students to participate in more co and extra-curricular activities. To organise more student exchange programmes. To organise more National or state level workshops and webinars. To develop research culture among students and staff for research projects. To improve placements through skill development programmes. To provide more facilities to differently-abled students. To motivate students for community services. To upgrade digital library. To maximise the usage of LED tubes and bulbs to minimize electricity consumption. To arrange solar panels in college campus. To further improve rainwater harvesting facilities and greenery.