



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Loyola Degree College (YSRR)
• Name of the Head of the institution	Rev. Fr. T. Amala Arockia RaJ, S.J
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08568294441
• Mobile no	7013742220
• Registered e-mail	loyola1993.pvl@gmail.com
• Alternate e-mail	framalsj.pvl@gmail.com
• Address	3-7-7, Bakarapuram, Loyola Degree College (YSRR), Pulivendla -516390, Kadapa District, Andhra Pradesh
• City/Town	Pulivendla
• State/UT	Andhra Pradesh
• Pin Code	516390

2. Institutional status					
• Affiliated /Constituent		Affiliated			
• Type of Institution		Co-education			
• Location		Urban			
• Financial Status		Grants-in aid			
• Name of the Affiliating University		Yogi Vemana University			
• Name of the IQAC Coordinator		Dr. S. Vasanth Kumar			
• Phone No.		9885741672			
• Alternate phone No.		7013856935			
• Mobile		9885741672			
• IQAC e-mail address		vasanthloyola1@gmail.com			
• Alternate Email address		vasanthloyola1@gmail.com			
3. Website address (Web link of the AQAR (Previous Academic Year)		https://loyoladegreecollegeysrr.ac.in/aqar/			
4. Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		https://loyoladegreecollegeysrr.ac.in/academic-calender-20-21/			
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to

Cycle 1	B	0	2006	21/05/2006	20/05/2011
Cycle 2	B	2.58	2013	23/03/2013	22/03/2018
Cycle 3	B+	2.59	2018	26/09/2018	25/09/2023

6. Date of Establishment of IQAC

16/06/2006

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	NA	NA	NA	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

9. No. of IQAC meetings held during the year

4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

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

No

- If yes, mention the amount

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

- Help to local police in controlling the crowd during Lock down

period, in maintaining the Social Distance and distribution of essential commodities • Training the staff - Switching over to blended mode of teaching • Adapting to the changing Schedules for exams by the University • Adapting to the changed CBCS Frame work • Working together to get "Gold Institution Award" by YRC

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

Plan of Action	Achievements/Outcomes
1. Adapting the new CBCS syllabus frame work by APSCHE. 2. Adapting the Covid 19 crisis and schedule release by the affiliating University. 3. Shifting from conventional classes to on-line teaching, 4. Participation in Covid 19 awareness Programmes. 5. Solar generator with Battery backup. 6. Tree Plantation	1. Successfully adapted for the First years. Successfully adapted - completed syllabus to exams schedule given by the University. 3. Great change from off-line to on-line though the attendance was less 4. With Local Police and Municipality, we could carry out the covid 19 awareness programmes.. 5. Installed solar generator with Battery Backup. 6. We could carry out Tree Plantation Programme.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	10/03/2020

Extended Profile

1. Programme

1.1 Number of courses offered by the institution across all programs during the year **15**

2. Student

2.1 Number of students during the year **1573**

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year **150**

2.3 Number of outgoing/ final year students during the year	530
3.Academic	
3.1 Number of full time teachers during the year	72
3.2 Number of sanctioned posts during the year	0
4.Institution	
4.1 Total number of Classrooms and Seminar halls	51
4.2 Total expenditure excluding salary during the year (INR in lakhs)	119
4.3 Total number of computers on campus for academic purposes	256

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Due to Covid-19, series of lockdowns were imposed. Pulivendula came under Red Zone area. Only the Supporting Staff were reporting to duty - during curfew relaxation hours. On 10th October, the Teaching Staff reported to duty. We could not proceed with classes as we were waiting for the Semester End exams for second and third year students. For First year, notification was not given. In September, the university conducted exams for Final Year students by following Standard Operating Procedure. Due to requirement of more space, only for BSc in the forenoon and B.A - B.Com in the Afternoon. In the second half of October, second year exams were conducted. The affiliation team of the university came only in November. In November, we convened the staff meeting to introduce the "Blended Mode". Regular (off-line) classes were organized in the open air auditorium and in seminar halls. From 9th Nov'20, regular classes were conducted in the forenoon for third years and afternoon for second years by following SOP. From 22nd Mar'21, we had III and V semester exams for II and III Years respectively. On 15th April, IV and VI Sem classes were began but due to Covid 19, we had to cancel the offline classes. As the government insisted covid 19 test for all, with the help of local team, we organized covid test for all staff and students in December.

Centralized admission for all universities was introduced by Andhra Pradesh State Council for Higher Education (APSCHE) in the name of Online Admission Modules of Degree Colleges (OAMDC). Notification was given on 6th Jan'21. It went on till 10th March. Delay in the admission notification (due to Covid), lack of clarity and prolonged admission process lead to delay in academic schedule.

On 15th Feb'21, inaugural function was organized for the first year students along with their parents. Entry Level counseling was given to them. From this year, based on NEP, new curriculum is introduced by the government. Life Skill Courses (LSC), Skill Development Courses (SDC) and summer internships are introduced.

We had to conduct classes on Sundays and holidays to complete the syllabus. Our efforts brought to a "Stand still" on 3rd May'21 as the Covid-19 second wave surge was high. Staff and students were afraid to come to college. We cancelled the internal exams and classes. Andhra Pradesh government introduced curfew from 5th May. The academic life ended abruptly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As mentioned in the previous section, the academic schedule was disrupted due to Covid 19 series of lock down. Though the internal exams (Mid - I and Mid-II and the Practicals) got over before March'20, the affiliating university could conduct the Semester End Exams only in September and October. We were helpless in preparing the academic calendar. In Dec'20, we conducted the Mid - I exams by following the Standard Operating Procedure (SOP). In feb'21, we conducted the Mid-II exams. We had to adapt to the fluctuating academic schedule.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as	View File

a response to the metric	
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

05

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

04

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

94

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The motto of this institution is " To prepare leaders in all walks

of life with Conscience, Competence and Compassionate Commitment". This institution, being run by the Christian religious minority, inculcation of values is utmost importance.

In the new CBCS frame work introduced in this year, 'Human Values and Professional Ethics' is kept as 'Life Skill Course' in the First Semester. 'Environmental Education' is also kept under 'Life Skill Course'.

We conduct periodical meetings and stress on the values to be inculcated. We involve the senior students - Students' Motivating the Students (SMS) group to train the juniors. On the day of inauguration, they briefly speak about the general rules and various extra-curricular activities of the college. Then each unit, NCC, NSS, Scout, WEC...etc arrange instruction classes. SMS group goes to each class room and inform the junior on the code of conduct on the campus.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

60

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field	View File

work/ /internships (Data Template)	
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1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://loyoladegreecollegeysrr.ac.in/feedback-register-20-21/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://loyoladegreecollegeysrr.ac.in/feedbacks-2/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

652

2.1.1.1 - Number of students admitted during the year

507

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

352

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The slow learners are identified by the marks they get in Mid-I, Mid-II and Semester end exams. Those who fail in the exams are counseled and notes are dictated so that they could get through the exams. Some departments took remedial classes for them. The fast learners are given special topics and prepare PPT. They are also encouraged to do NPTEL and other on-line Certificate courses. They are given opportunity to take seminar to their juniors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1573	51

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process**2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**

Due to Covid-19, we could not have off-line classes. Due to shortage of time, the focus was mainly on completitng the syllabus and preparing the students for exams. The Department of English promoted Group Discussions during the Bridge course period - enabling the students to learn new words and pronunciation from their peers. After completing the syllabus, the Department of Chemistry organized group discussion so that the students get clear picture of the concepts learned in the classes. Third year chemistry students were exposed to experiential learning as they collected water samples from different sources and determined the water quality. One team

went with Sound level meter to measure the noise pollution. The Department of Botany gave "Hands on training" in mushroom cultivation. The department of zoology took their students to Genomix to give a demo of equipments. The department of languages encouraged the students to prepare power point presentation.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

It was a challenge both to the teachers and students to get into on-line mode. Due to lockdown and restrictions, face to face teaching became impossible. The Management provided laptops to lecturers who were not able to buy their own. Mr. M.Ramana Reddy, Head of the Department of Computer Science along with IQAC Coordinators gave Demo classes for teachers to conduct on-line classes. Most of the teachers used "Zoom app" and some of them "Google Meet" for on-line classes. Notes, model question papers and assignments were posted in whatsapp groups.

Out door LED was used to train the freshers with new set of words. It was also used for pronunciation and hymns practice. Speeches with "Big Titles" were played so that students could improve their listening and speaking skills. The Department of computer science uses LED TV to give demo of programmes.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

51

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

0

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

222

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal marks is 25. This is divided as follows:

Mid -I = 5 marks; Mid -II = 5 marks, Assignment = 5marks, Seminar = 5 marks and attendance = 5 marks.

We conduct Mid - I after completion of two units and Mid-II almost at the end of the Semester. Mid -II question paper is set as per the affiliating University model so that it would be easy for the students to write Semester end exams. The papers are corrected, given to students and got back. The concerned lecturer

makes any correction pointed out by the students. Assignment is received in the written form and marks are given by the individual lecturer. Seminar is taken in the presence of other students and performance is evaluated by the teacher. Each lecturer maintains his/her class students' attendance - cumulative attendance is maintained in the office and periodically checked by the Vice Principal/Principal. Those who have more than 10 days of absence, need to meet the Principal. Very rarely welcome across students' complain against internal assessment

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Till now, there is no major grievance with respect to internal exams. Those who could not appear for the internal exams due to accident/ sickness/death of family member, have to get written permission from the Principal for re-exam. This year, due to Covid-19 situation, general announcement was made for absentees to write re-exam. Each lecturer has to submit the internal assessment to the Principal for counter sign. Then it is entered in the web-portal provided by the University.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Programme outcomes of B.A, B.Com and B.Sc is well known to the Staff and Students. After completing the UG programmes, they are aware to which PG Programme/line of study they are eligible. It is further tested by the Post Graduate Common Entrance Test (PGCET). Through career guidance cell, the students are made aware of the expected outcomes.

The course outcomes are prepared by the concerned Departments for this year based on the new CBCS frame work. It is kept in the website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

Upload COs for all Programmes (exemplars from Glossary)

[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Mid - I, Mid II and end semester exams are the evaluation for the course outcome. If they pass through, it is taken for granted that the expected learning had taken place. Seminars by students is also an indication of how much learning has taken place. Their assignment/field study/project work is also another indicator.

The number of students getting into the higher studies (B.Ed, P.G...etc) indicate the programme outcome. Most of the students get into PG courses.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

460

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://loyoladegreecollegeysrr.ac.in/annual-report-2020-21/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://loyoladegreecollegeysrr.ac.in/feedbacks-2/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

1

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

We have only UG Programmes. The P.G Programmes have to be closed as the Government decided to give fee reimbursement only for students studying in Government/University colleges. Due to Covid-19, the innovative aspects were not taken care. The Department of Botany has

given "Hands on training for mushroom cultivation". Department of chemistry has given training for water analysis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

This institution is known for "Service Oriented Activities". This year both staff and students actively participated in the Mahatma Gandhi National Council for Rural Education. Our NCC and NSS students have helped the local police and Muncipal Commissioner to control crowd and in maintaining Social Distance during Covid-19. The Management along with NSS and NCC distributed essential commodities during phase I Covid-19. Our staff and students are 'ever ready to serve' the local people. The temple authorities always request our students' help to conduct their major festivals. For Maha Sivarathri, volunteers travelled more than 35 KMs to serve at Siva Temple, Bhanukota. The Women Empowerment Cell (WEC) along with NSS went to anganwadi, Pedda Rangapuram and conducted awarenss programme on Poshak Ahar. They also went to Balapanur village. NSS/Scout/NCC went to Motnuthlapalli and lifted sand to the cave about 250 ft high. Loyola Students Gathering Evary Month for Social needs (LSGEMS) collects Rs 5/ from students and contribute to those in need.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

File Description	Documents
Any additional information	No File

	Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

This institution has enough and more infrastructure. We started MCA in 2007 and closed it in 2012. Those class rooms and books are for UG students. We had to close the Telugu Medium Courses (MPC TM, GPC TM and MPS TM due to lack of admissions). This year the Andhra Pradesh Government has ordered that only English Medium is allowed. Hence, we need to close down B.Com TM, B.A TM, and B.ZC TM. Therefore, many classrooms are left vacant. The common facilities are also more than need. We continue to update the lab requirements.

We have three seminar Halls, LCD projectors and Televisions. We also play fields and enough greenery on the campus

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor,

outdoor), gymnasium, yoga centre etc.

We have an open air auditorium for academic activities. The main college stage is used for major functions. The stage and shed arrangements adjacent to seminar hall is frequently used for the cultural activities. We have Gym both for Gents and ladies. We have Cricket ground, Volley ball and basket ball courts. We have tennicoit and kho-kho courts. The hall above the computer lab is used for yoga training. The multi-purpose hall is used for playing carroms and chess.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20,52.399/-

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

We have SOUL 2.0 Software. All the books are entered with accession number. The librarian tracks the book using this. We regularly renew the National Library and Informatin Services Infrastructure of

Scholarly Content (N-LIST). The usage is minimum. There is a server loaded with e - books and subject materials. 30 thin clients are connected to it. Students can browse the e-content. Free internet browsing also enabled for the students. Students have direct access to stack rooms. They choose the book they want and submit their library card for borrowing that book.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.18

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

52

File Description	Documents
Any additional information	No File Uploaded

Details of library usage by teachers and students	View File
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4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Last year we had three 100Mbps BSNL FTTH connections - from Loyola Polytechnic Tower. Due power cuts and occasional damage to fibre, there was connectivity problems. This year, on our request, the Joint Telecom Operator of BSNL, gave a new technology based FTTH line from the main office. New routers and switches have been purchased. Now, there is additional line for Commerce Lab. We have purchased two more LCDs. We continue to provide free internet browsing facility for students in the Library block.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

256

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. \geq 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

117.67

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File

	Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

It is taken for granted that there is a fixed class room for each section and the Labs for each course. The Head of the Department is in-charge of the Lab. S/he assigns any extra practicals in the Lab. If any other department wants to use the Lab or other than the assigned classroom, they need to get oral permission from the Principal. Similarly, they need to get oral permission for special classes on Sundays/Holidays.

The librarian issues cards to the new students. Students deposit their cards while borrowing the books from reference/stack room. No need of permission to sit in the reading room and browsing the internet. Outsiders need to get written permission from the Principal.

The use of seminar hall/ A.V. Room requires prior permission from the Principal. Organizing functions or seminars needs written permission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1481

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the

institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

105

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

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File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded
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5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' representatives or the class representatives are selected by the Vice- Principal of the College based on their marks and behaviour. They are selected in order to build up their leadership qualities. The students' representatives play a vital role in the administration of day today running matters.

They take the daily attendance along with the lecturer and maintain the attendance. They report the names of those who are absent for more than three days to Vice-Principal. They take care of the discipline of the class. If the lecturer concerned is absent for the class, they adjust the classes from the same department or from the other departments with the permission of the vice-principal. They are mediators between the management and the students. They distribute handbooks, ID cards, and any other materials which are given in common. They also collect from the students the data which is required for the administration of the college or the University. They also take the grievances to the authorities concerned as the representatives of the student body/class. Regular meetings are held for the class representatives in order to support them and to get the feedback from them.

Three of the students' representatives are selected for the IQAC (Internal Quality Assurance Cell) of the College. Their role is very

important in this committee. They represent the student body of the College.

Students' representatives take an active role in conducting monthly assemblies, youth festivals, Feast day celebrations, college days and Sankranthi Sambaralu. They decide the programme schedule and get it approved by the Principal well in advance. They take care of MCs, decorations, and all other arrangements. NCC and NSS students help out in discipline during the programmes.

Students are actively involved in different outreach committees of the college: namely, LACT (Loyola Awareness and Cultural Team), SMS (Students Motivating Students), GEMS (Gathering Every Month), WC (Women Cell), LLP (Loyola Literacy Programme), LHC (Loyola Health Camps), LASER (Loyola Arts & Science Exhibition Resonance), RRC (Red Ribbon Club), NCC and NSS. All these teams are headed by one student each. These students decide the programme, plan it well in advance and get it approved by the lecturer concerned in charge and report to the Principal 24 hours before the actual event takes place. LACT and WC students will stage a programme to bring awareness to people. LLP students take tuitions for the government school going children in the Govt. Hostels. NSS students visit different villages to organize camps either to clean the place. Students of GEMS collect money once a month from students and people to support the poor, the needy and the centres who work for this cause. RRC students organize blood donation camps in different places and they also donate blood to the needy when they approach the college for blood.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

3

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

In the case of other institutions, Alumni Association is a part of the institution but here the Institution itself is of an Alumnus, i.e., of Sri Y.S. Raja Sekhar Reddy, Late C.M. of Andhra Pradesh, Alumni of Andhra Loyola College (Vijayawada). Of the un-aided lecturers working in this institution, more than 70% are alumni of this college. Since they were graduated from this college under the moulding of present Principal, they give their best to keep up the discipline in the college.

On 17th Dec'20, the Alumni went to SC/ST Hostel and distributed sanitary napkins. To celebrate Christmas in a meaningful way, on 23rd Dec, they distributed groceries and clothes to differently-abled people identified from the surrounding villages. A Medical camp with the help of Cardiologist, Eye specialist and general physician, was organized at Yadavaripall on 11th Jan'21. Alumni contributed Rs 27000/ for the distribution of medicines. They contributed Rs 12500/ towards a solar street lamp. For the formation of road towards ruined fort, they contributed 40 bags of cement (15400/).

They organized National Science Day Celebrations on our campus for School Children on 27th Feb'21. They contributed Rs 21000 and provided meals for all the participants.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

This institution is started by Sri. Y.S. Raja Reddy Trust in 1979 and handed over to the Jesuits (Loyola Fathers) in 1993 for five years on experimental basis. From 1998, it has become Loyola Degree College (YSRR). The purpose handing over was to provide quality education to the rural students of this region. As elsewhere, this Loyola institution has the vision and mission of preparing students

in all walks of life. The Head of the Institution is one of the trust member - Priest - bound with obligation to carry out the mission. Though hierarchy exists in the administration, mostly participative approach is maintained. With his 25 years of experience in this place, he is able to be familiar with the staff and locals. Nearly 50% of the staff happened to do their graduation in this college. They are inculcated with the values of institution. This institution is known for its "Discipline" and "Systematic Academic Life" . High political consciousness is the unique feature of this region - still without any political interference in admission - recruitment and administration, this college functions smoothly. Staff could rise above the differences in terms of seniority, payscale, caste, creed....etc. Their cooperation in all academic and extracurricular activities is well manifested.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Vice-President is the head for the institution. He involves in the Policy level decision making through the Governing Body of Loyola Education Society. He doesn't interfere in the routine administration of the college. In this institution both Correspondent and Principal portfolios are held by a single person. Therefore, in the hierarchy of administration, a step is less. It is easy to make decisions and implement. The teaching and office staff are under the supervision of the Principal. The Non-Teaching Staff is under the direction of Vice-Principal. Principal convenes the meeting of IQAC to discuss on the academic issues such as change in the schedules, conducting the internal exams, functions....etc. The IQAC coordinators acts as a bridge between the teaching Staff and the Principal.

Head of the Department allots in-charge lecturers for the concerned class. S/he is responsible for the regularity of studtnes and their performance. If anybody is absent more than 5 days, they need to meet the Vice-Principal. If somebody is absent for more than 10 working days, s/he has to get letter signed by the concerned class teachier, Vice-Principal and meet the Principal. Vice Principal attends to students' permission and needs. Principal attends to the Staff permission and needs. Each unit's (NCC. NSS, Scout, WEC...etc) coorindator plans the activities after discussing with the Principal. Regular Staff and Head of the Department meetings are held so that the communication received from the University, State Council, Commissionerate and UGC are shared.

File Description	Documents

Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Head office at Hyderabad decides appoints the administrative personnel to the instiittuion. The Governing Body of the Loyola Education Society (LES) makes policy decisions and gets approved from the Head Office. LES minutes book contains the policy decision and person authorized to do it. The Correspondent is authorized to look into staff requirement and recruit the needed staff by following the government and other norms. He also takes care of the infrastructure requirments, extension, maintenance...etc. Principal with the help of IQAC Coordinator and members plans out the academic activities in consonance with the academic schedule given by the university. Monthly meetings and evaluation is done at the LES level. Principal, in the IQAC meeting, presents the action taken report.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

a) The Governing Body decides about policies, legal issues, appointments, disciplinary proceedings etc.

(b) The President lays down the policies, deals with authorities, and remains as the ultimate place of appeal.

(c) Secretary and Correspondent translate policies into administrative actions, looks after financial controls, and is the normal executive authority on behalf of the Trust. He is the immediate place of appeal of any problems of the staff. He is authorized to appoint the Staff for the aided vacant posts and to Self- financing Courses by following the rules and norms.

(d) The Principal looks after the daily running of the institution, its classes, examinations and connected functions and problems. He deals with the HODs and the teaching staff directly, and non-teaching staff indirectly through HODs concerned and the Vice - Principal.

(e) The Vice- Principal deals with the non - teaching staff through his subordinates and executes the policies of the Trust.

(f) All the authorities work for the benefit of students for whose sake the institution exists.

(g) Consequently proper levels of authority are to be kept and administration is carried out with proper places of appeal. No unilateral and direct action is to be envisaged without a proper procedure and administrative appeals.

(h) The Aided Staff's appointments, Service Rules and Promotions are as per the CCE, Government of Andhra Pradesh (Ref: Higher Education Department, G.O.Ms.No.38 Dt.23.06.2016).

(i) Management will deal with common problems of the college with the Commissionerate of Collegiate Education (CCE) with regard to finances, salaries etc. The staff should nominate their representative to look after their individual or group problems with CCE's Office, and look after them, However, the management expedites the required correspondence in the College Office, and puts its efforts in CCE's Office by its own recommendation.

2.

(a) The Management and the staff should strive their best to overcome common problems, and help each other to the best of their ability.

(b) The staff is free to use its pressure through their Associations for redress of their grievances with the Government. They can meet together in the college with the prior approval of the Principal. It is recommended that the Principal too is present at these meetings because he is also one of the staff members of the college.

(c) The Management can take its own means to solve its own problems, which ultimately help in the smooth and efficient running of the institution.

(d) Staff and Management should collaborate in developing the institution on the required lines for the benefit of the students and the public. In this regard, college autonomy and creation of Self - Financing courses have to be taken seriously considering the future of students, staff and the institution.

3.

(a) For the common good it is designed to group all staff members of the Arts Departments into units with headship being held in rotation if needed. They should decide it among themselves and inform the Principal.

(b) Similarly all language teachers needed to be put together as a unit with the headship being rotated. Adjustments of classes have to be done within the unit.

(c) In all departments the work need to be adjusted when needed. Either by the HOD concerned/ (or by each individual lecturers) as decided in common along with the principle.

(d) Adjustment of any foreseen absence is to be done earlier. Any emergency absence may be adjusted with consideration by the HOD concerned and the Principal.

(e) Any one lecturer can be allowed in a single department for fresher courses or spot valuation during the class days after adjustment. In holidays they are encouraged to go ahead with such programmes.

(f) Harmonious mutual cooperation is required for the benefit of all. It should be promoted by everyone for the good of all. We hand together separately to the disadvantage of all, if we do not hand together in unity.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Due to Covid-19 lock down period, the unaided staff didn't have any work. They remained at home. The Management unanimously agreed to

pay 50% of their salary for those who put in three or more years of service. This was done for 5 months. The Aided staff was permitted to take their house loans. Mrs. M. Asha Kiran, Mr. V.Uday, Mrs. Shoba, Mr. Sai Narendar were given permission to attend to their work related to Ph.D. During Covid 19 time, the Non-Teaching Staff were allowed to go after one hour of work. Those who had covid were given permission to stay at home and their absence was treated as 'On duty'.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development

Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

With regard to their academic performance, Principal goes through their teaching diary and makes necessary suggestions. When they submit the Mid - I, Mid -II and practical marks, Principal inquires about the reasons for good/poor performances of students in that concerned subject. In the case of un-aided staff, if they don't respond to corrections, they are excluded in the following year.

With respect to the Aided Staff, the Government has prescribed forms for their Academic Performance Indicator (API). The individual teacher fills up the form, gives self-scores for various items under three categories:

1. TEACHING LEARNING AND EVALUATION RELATED ACTIVITIES:
2. CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES
3. RESEARCH AND ACADEMIC CONTRIBUTIONS

The API forms are submitted to the Principal. He gives his scores. The API scores are uploaded in the CCE's website. A model copy of the abstract API format is given below.

"Feedbacks from Students" are taken on the individual teacher's performance. The collection of Data, collating, analyzing and reporting is entrusted to the Department of Statistics. The reports are submitted to the principal and the feedback sheets are bound in a form of book and preserved.

The feedbacks from the Heads of the Departments and Vice - Principal about the Non-Teaching Staff are received by the

Principal. In the case any serious failure in duty, memos are issued and written explanations are received from them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

We have both aided and unaided staff. Quarterly budget is prepared and submitted to the government - some times the annual requirement. Every month, it releases the salary of the aided staff. It is directly transferred to individual Staff Member's account from Sub Treasury Office Account. Tax Deducted at the Source (TDS) of every quarter is transferred regularly from Principal's account and filing is maintained with the help of an auditor. The CCE sends auditor to audit the college accounts. Till now, up to 2013 -14 audit was done.

In the case of fees collected for Self - Financing courses, the receipts and payments are submitted to the Treasurer of Loyola Education Society who gets the Society audit done.

Every year, the Management prepares budget for its institutions and get it approved from the Head office. An internal check is done in the form of "Revisors' Visit" - three of the Province Finance Commission Members come and check the accounts in college office.

Till now, there is no 'audit objection'. The auditor instructed the accountant to include the Alumni and Memorial Scholarship accounts in the overall account of the college

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

5

File Description	Documents

Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Being drought prone area and surrounded by villages, there is not much scope for fund raising. Orally, we continue to appeal to the philanthropists and well wishers. We could raise 1.75 Lakhs. Some donated books. We have minimized the expenses. The electricity charges is kept minimum. Damage to furniture is almost negligible. We conserve the use of water. Most of the functions, NSS/NCC/Scout volunteers help out in arranging the furniture/stage. The Loyola Education Society has sponsored Sanitary Napkins to Girls at subsidized rate Project (about 3 Lakhs)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) had to meet as the schedules were changed often. Due to uncertainty of conducting exams for the outgoing students and academic calendar - IQAC had to wait patiently for government orders. It helped in forming the teams to follow the Standard Operating Procedures (SOP) for semester exams and classes with restricted strength. The IQAC coordinator had to alter the time-table as per the requirements of SOP. He could effectively communicate to the HODs and carry out the academic schedule.

The IQAC has motivated the Staff to prepare and safeguard the records of Departmental Meetings, Advanced and Slow learners - special programmes organized for them, student centric learning...etc. IQAC in consultation with the Principal organized many short staff meetings so as to adapt to the covid 19 situation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Due to Covid 19, the IQAC reviewed the situation and made arrangements to conduct Semester End exams by following SOP. The IQAC had to arrange halls for teaching (as per SOP) during curfew period. IQAC requested the lecturers to conduct classes during lunch hours and on Sundays to complete the syllabus. The IQAC had requested the Staff to adjust themselves - to conduct regular classes while the university exams were on.

In consultation with the Staff, IQAC had worked out On-line class time-table during lock down period. Since there were not enough offline classes, each lecturer was requested to conduct Mid-I exam at feasible time and submit the mark sheets.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Promoting Awareness on Issues related to Girl Child and women:

On 8th August Rural Action Development Society (RAIDS) officials met the Principal and requested to send the list of students participants in essay writing and Drawing (Cartoon) competition on the role of youth to advocate the issues of Child Marriages, Child Trafficking, Support to Girl Child Education, Vocational Training program to young women and girls.

Promotion of Poshak Ahar: Mrs. T. Sivakantha, our alumnae, was the Anganwadi Teacher. She arranged rice, eggs, pulses and milk powder on a table. It was easy for us to explain to the children and pregnant ladies with Demo. Mrs. V.Himaja told them that it was not enough to eat rice alone - Pregnant ladies should pay attention and take balanced food. Principal explained to them the role of carbohydrates (as source of energy), Proteins (for body building) and fats (for metabolism and protection). Mr. V. C. Krishna Reddy and Mrs. V. Lalithamma (parents of Mrs. V. Himaja) provided snacks for the volunteers.

Webinar on Stress Management:

As the college remains closed and no physical gathering of students, the women's cell decided to organize a webinar as part of their activities. Mrs. Himaja, WEC Coordinator with the help of Women's Cell members contacted Dr.G. Haritha and organized this webinar.

Resource Person: Dr.G.Haritha, Consultant psychiatrist MBBS, MD in psychiatry

Time: Sep 18, 2020 03:00 PM Mumbai, Kolkata, New Delhi

Zoom Meeting: <https://us04web.zoom.us/j/73461390947?pwd=YWREYXQrRGRnV1RPVlBFUGoxcVphdz09>

Meeting ID: 734 6139 0947, Passcode: 9nueKz

International Day for the Elimination of Violence against Women: In order to promote awareness on the rights of a girl child, it was decided to organize a guest lecture on the international day for the elimination of violence against women. Mrs. Hima Bindu, our Alumnae was invited to give the lecture. She is a 'Mahila Police' in Himakuntla village.

She spoke about the Andhra Pradesh' Government's initiative to end the violent rapes in the form of Disha Act 2019 Bill. She enumerated the violence faced by rural girls. She requested the girls' cooperation in eradicating the Child Marriage.

Candle Rally on 07.03.2021: On the request of Sri. Bhaskar Reddy, C.I, Pulivendla, Principal, NSS Volunteers and Hostel Girls participated in Candle Rally on 7th March at 6 P.M from APSRTC Bus Stand to Flower Market along with the Police, Municipality and other public officials. At the end of the rally, we had "Manavahar". NSS

volunteers helped the police officials in distributing the drinking water and biscuits.

Felicitation to Achievers: The Police Department, Pulivendula, organized a function in Sreekar Hall, Brahmanapalli Road, to felicitate the women achievers. Mr. Anil Kumar, OSD, Mr.N. Narasimha Reddy, Municipal Commissioner, Mr. Sreenivasulu, DSP and Rev. Fr. T. Amala Arockia Raj, S.J, Principal addressed the gathering. About 50 NSS volunteers were present and appreciated the achievers.

From our college, the following staff were selected and felicitated:

1. Dr. S. Shoba, Head of the Department, English
2. Dr. T. Suneetha, Lecturer in Mathematics, NSS Programme Officer
3. Smt. V. Himaja, Lecturer in Commerce, Women's Cell Coordinator

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

On the campus, use of plastics is discouraged. Most of the students bring their food in the tiffin-box. Those who get parcel are instructed to throw the plastic waste in a dust bin earmarked for it. Even if they throw in the open space, periodical cleaning is done. With the help of Botany - Zoology - Chemistry (BZC) students, the fallen leaves and degradable materials are collected in a compost pit. Efforts are taken to get bio-manure from it. The glass/waste chemicals are thrown into a pit. Non-degradable materials are collected and burnt.

In this college, liquid waste management is mainly confined to "Waste Water Management". As the institution is located on a hillock, there is no stagnant water anywhere. The waste water from gents' drinking taps is diverted to the plants. The waste water of R.O plant is collected in a 2000 litres tank and used for watering the plants. The waste water from drinking and washing is collected in a sump - by natural seepage, it goes to plants.

Bio-Medical, E-waste and Hazardous chemical wastes are almost nil on this campus. The waste water from Gents' and girls' hostels are diverted to grown up trees.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the

institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Though, it is a Christian minority institution, it admits and serves students irrespective of religion, caste and race. The number of muslim students is more than christian students. It promotes human values and harmony - not restricting itself to religious minority.

This instituion has Staff and Students - mostly from the surrounding places. Hence, most of them have the same cultural, regional and linguistic background. The difference comes in the communal and socio economic diversities. There are high salaried Aided Staff and low salaried un-aided staff. Still, there is unity among the staff. There is no bias by both groups. Similarly, students belong to aided sections and Self-financed groups but there is no discrimination among them.

Staff and students belong different caste groups. In the villages, still there is discrimination and restrictions for the lower castes. In the college, all of them mingle together and participate in all the games, festivals and academic activities. Teachers too promote the values of harmony and unity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

This institution wishes to develop students who are with conscience, competence and compassionate commitment. In spite Covid 19 lockdowns, we could carry out the following activities:

Date	Title of the Activity	Resource Person
24.09.20	NSS Foundation Day	Mr.Pattabhi
22.11.20	NCC Day - Rally and Swacha Bharat	
09.12.20	Swacha Parvekshan	M.Commissioner
11.12.20	Human Rights Day	
21.01.21	Awareness on Road Safety	Mr.Hanumanth, S.I
25.01.21	National Voters' Day	Mr.Madhav, MRO
28.01.21	Student unions demanding to abolish G.O 70	Stu union Leaders
03.02.21	Talk on Road Safety	Mr.Narayana Naik
10.02.21	Opportunities for SC/ST Students	Dr. Vinodhini

07.03.21	Candle Rally along with Police/Public	D.S.P
15.03.21	National Consumers' Day	Mr. Prasad
19.04.21	Inauguration of Jagananna Vidya Deevana	ASWO
28.04.21	Inauguration of Jagananna Vasathi Deevana	ASWO
29.06.21	National Statistics Day	Principal
01.07.21	Financial Help to Covid Victims	Principal
02.07.21	Blood Donation Camp	Dr.Divyasree
26.07.21	Demo Disha App	Sachivalayam people
06.08.21	Disha App (Ladies' staff & Girls)	Collector, M.P

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

We give importance to most of the National and International commemorative days: World Environment Day, Independence Day, Mathama Gandhi's 151 years, National Literacy Day...etc. The list of events

and festivals is attached below. In addition to those events, we also celebrate the Birth and Death anniversary of Sri.Y.S. Rajasekhar Reddy, former CM, Founder of this college, .

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Clean and Green Programme / Swacha Bharath

Objectives:

- To promote awareness among students and Public.
- To inculcate the value of cleanliness and the responsibility towards a green environment.
- To train the students towards a sustainable development.
- To promote their thinking towards "Alternate Sources of Energy"

Needs Identified:

- This is a rocky and drought region - Need to develop it
- Need to develop a positive thinking (Dry surroundings leads to dry thinking - faction and destructive mentality. Green surroundings give the visitors / students a positive thinking)
- To teach out to the needy villages.

Practice:

This programme is carried out with minimum disturbance to class hours. On the Campus, when the students have leisure hours and when it is not too hot, they are taken out for clean and green programme. At least once a month, one class does the cleaning and greening work for an hour. For adopted and surrounding villages, it is arranged on holidays one session of the working days.

It is not an exaggeration to say that in no other college, students and non - teaching staff could put in so much hard work. This "Green Carpet" is an ever-standing witness to the team work.

We have got the certificate from Mahatma Gandhi National Council for Rural Education (MGNCRE) for forming the

teams and carrying out the activities. We also got the certificates for Covid 19 beat teams.

Bridge Course in English

Objectives:

- To create an awareness about the importance of English among the students
- To boost their confidence and to alleviate unnecessary fears about English
- To familiarize the students to terminologies they may come across in their subjects.
- To create an equal platform for students who come from all sorts of back-grounds

Needs identified:

- To improve the familiarity with the vocabulary and terminologies and to improve their pronunciation
- To get them into the habit of concentrated effort of thinking, speaking, listening and writing in English
- To remove unnecessary fears about English among the rural students who form 100% student body our college

Practice:

A week long crash course is organized before the official start of the academic year. The staff of the English dept along with the Vice-Principal and Principal take charge of various groups and take classes for them. The students are introduced to various parts of speech and methods of forming sentences. This gives them an idea of how to express their thoughts in an ordered and organized pattern. They are sent into smaller groups where they would work together in forming sentences and express them. This serves as an excellent means of correcting and learning together. This Bridge course does not stop at the end of one week; it is followed throughout the year as they are continuously asked to write sentences, vocabulary and conjugation of verbs whenever there is a need to give them impositions.

Evidence of Success:

There is an increased level of familiarity and awareness about the words and matter regarding their subjects. The students themselves show keen interest in learning new vocabulary and to make use of them in their expression. There are number of students who

continue take guidance of the staff regarding English. There is a reduced level of fear of speaking or learning English.

Resources:

There is no resource needed except for Photo-copy material which is a meager amount.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Providing quality education is one of the distinctive priority thrust. When the institution was handed over to us, it didn't have enough classroom and other infrastructure facilities. This area is drought prone and almost for past 14 years, it didn't get enough rain. Most of the villagers are dependent on rain crops or goats/buffaloes. Visit to the villages reveal the poor situation from which the student comes. We can't expect the student to be equipped with books and gadgets. Since they don't have money, they travel by "Palle Velugu" bus - in which monthly concession is valid.

Being conscious of their situation, this institution has taken efforts to improve the infrastructure. It has more number of books than the affiliating university. It provides individual system to each B.Sc/B.Com Computer students to practise and execute the programs. It also provides free internet facility. The girls feel more secure - to spend time on the campus (when they arrive early by bus or to go late by the palle velugu bus). Areas are earmarked so that they can sit and study and relax.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To adapt to the Government's Policy: No Telugu Medium in UG Programme (Closing down the Telugu Medium Sections)
2. To adapt to the Government's Order: Absorption of Aided Lecturers' into Government Colleges. No more Aid to this institution
3. To adapt to the disrupted schedule due to Covid 19 lock downs and on-line admission policy

4. To create infrastructure facilities to conduct vocational certificate courses for drop-out and outsiders
5. To strengthen the on-line activities (Webinars, on-line quiz, assignments...etc)
6. To encourage the Staff to do Ph.D and publish papers.