

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
2015-16**

SUBMITTED TO

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)
BANGALORE**



VSR&NVR COLLEGE (AUTONOMOUS)

AFFILIATED TO ACHARYA NAGARJUNA UNIVERSITY

Re-Accredited with " B" Grade by NAAC

Tenali -522 202

Guntur Dt.

Part – A

I. Details of the Institution

1.1 Name of the Institution

V.S.R & N.V.R. COLLEGE

1.2 Address Line 1

NANNAPANENI NAGAR

Address Line 2

ITHANAGAR

City/Town

TENALI

State

ANDHRA PRADESH

Pin Code

522 201

Institution e-mail address

Principal.vsrnvr@gmail.com

Contact Nos.

08644-223388

Tel. No. with STD Code:

08644-226961

Mobile:

+918374344566

Name of the IQAC Co-ordinator:

DR.L.CYRIL ARUN KUMAR

Mobile:

+919441113997

IQAC e-mail address:

iqac.vsrnvr@gmail.com

1.3 NAAC Track ID

:-----

1.4 Website address:

www.vsrnvr.ac.in

Web-link of the AQAR:

www.vsrnvrcollege.ac.in/IQAC

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	83.2%	2006	5 years
2	2 nd Cycle	B	2.50	2013	5 years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC :

23/11/2006

1.7 AQAR for the year (for example 2010-11)

2015-2016

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

- i. AQAR 2013-14----- 05/06/2014. (DD/MM/YYYY)
- ii. AQAR 2014-15----- 30/05/2015 (DD/MM/YYYY)
- iii. AQAR -----(DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University

State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

ACHARYA NAGARJUNA
UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

03

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

21

2.10 No. of IQAC meetings held

14

2.11 No. of meetings with various stakeholders:

No.

14

Faculty

09

Non-Teaching Staff

01

Students

Alumni

02

Others

02

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- 1.Orientation and Motivation class by Local MLA Sri Alapati RajendraPrasad on the mission of Swachh Bharat on 28-9-15
- 2.Organized UGC (autonomous) sponsored One-Day National Seminar on “**Soft skills for survival and success in career and life**” on 30-9-15
- 3.One Day Workshop on ‘**Entrepreneurship**’by Sri G.Sudharsan on 26-11-15
- 4.One-Day UGC (Autonomy) funded National Seminar on “**Green Chemistry for a sustainable and Healthy Economy** “on 23-1-16
- 5.One Day workshop on **Life Skills & Employability Skills** organized on 02.02.2016. Prof Murali Krishna motivated the staff and students with his inspiring and attractive speech.
- 6. One-Day Workshop for the teaching staff was organized on “**Competence Building in Class room Skills**” on 22-2-2016. Mrs Lalitha Kumari, who worked as Lecturer in Telugu in VSR& NVR College, popularly known as **Volga**, Telugu Feminist Writer was a resource Person.

2.14 Significant Activities and contributions made by IQAC

- Organized orientation for teaching and non-teaching staff.
- Organized Orientation and Motivation class by Local MLA Sri Alapati Rajendra Prasad on the mission of Swatch Bharat.
- Organized two National seminars in collaboration with Alumni association.
- Organized 3 workshops on entrepreneurship, Employability skills and Competence Building in classroom skills.
- IQAC is after spreading research culture, in view of its importance. Research supervisors successfully guided their scholars, in spite of their busy schedule.
- Conducted all the curricular and Co-curricular activities as per the plan of action chalked out at the beginning of the year by IQAC
- 50 research article in International Journals of repute and 16 research articles in the National Journals of repute are published during this academic year.
- 19 papers presented in National seminars are published in Proceedings.

- Under the guidance of the Research Directors of our Institution two research scholars are awarded Ph.D.
- Power cut is imposed on the forenoon of the last working day of every month, along with 'No Plastic Day' and 'No Vehicle Day'.
- Conduct of Internal Academic Audit
- Responding to the proceedings of CCE and processing the information required.
- Assisting the Principal in every way.
- Conduct of Certificate course in Spoken English for outsiders.
- Organized student benefit programmes like, educational tours, study projects, industrial visits.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other

Provide the details of the action taken

The management approved the plan of action and gave consent to implement them.

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	3 subjects	--	--	--
PG	01	--	--	01
UG	03	--	01	03
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	1	--	--	01
Certificate	10	02	6	11
Others	--	--	--	--
Total	18	02	07	16

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03 (BA; B.Com; B.Sc) & 01(PG)
Trimester	--
Annual	--

1.3 Feedback from stakeholders* Alumni Parents Employers Students
 Mode of feedback : Online Manual Co-operating schools (for PEI)

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

Syllabi revised and updated according to the University syllabus and also local demand.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
27	26	01	-	-

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year [DVSS]

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
---	---	---	---	---	---	---	---	---	---

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	30	3
Presented papers	--	30	3
Resource Persons	--	0	--

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

- Institution has adopted innovative teaching methods like OHP transparencies, Power Point presentations Subject Video lessons, Interactive Boards, etc., Language lab to improve communication skills, Commerce lab for Tally, Video lessons ,Field Trips, Study Tours, Industry Visits, Role Play Debates , Group Discussions, Peer Teaching, Student Seminars, Assignments,
- Remedial classes for slow learners, Study Projects for gifted students are a few processes adopted in Teaching Learning.
- Peer teaching has gained prominence as gifted students explain difficult concepts thro' interactive methods.
- Value based education hour on Saturday, is replaced by Performing Arts this year. Passive listeners and silent spectators also learnt a lot in those classes.
- Students are motivated to present seminar papers- they have to select a topic of contemporary significance by browsing , and gather matter through net. They have to present it making use of PPTs.
- Students, who are competent are advised to design Buzz sessions and quiz programs, for which they have to make use of ICT.
- Teaching faculty and students are encouraged to use latest technology such as LCD internet etc., in the Teaching learning Process.

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

180

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

Photocopy on payment

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

27

06

03

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	21	----	71.42	23.89	--	95.00
B.Com	69	----	43.47	34.78	4.35	82.60
B.Sc.	134	----	80.82	8.21	--	89.40

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

IQAC being the most important Cell, organises co-curricular, extra-curricular and other types of activities.

- **It coordinates with the members of all departments and motivates them to do their best.**
- **It encourages them to go for innovative methods of teaching and learning.**
- **It stresses on the importance of research culture and motivates the staff to inculcate**

research bent of mind in the students thro' web based assignments, Study projects etc.,

- It gives importance to the opinion of the students and acts accordingly after analysing the feedback.
- By ensuring the presence of students as members of every committee, it makes them shoulder responsibility in the process of teaching and learning.
- Conduct of Internal Academic Audit at regular intervals and offering suggestions need is a regular feature of IQAC.
- It insists on learner-cantered learning . Importance is given to collaborative, Experiential, participatory, web-based learning, which gives scope for learner centric learning.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	04
Faculty exchange programme	04
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	03
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	13	-	--	--
Technical Staff	-	-	-	-

2.15 Plan of Action by IQAC / Outcome

<ul style="list-style-type: none"> ➤ The Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year. ➤ Conduct of Orientation program to the teaching and non-teaching staff. 	<ul style="list-style-type: none"> ➤ It is a regular feature. Correspondent, Principal and IQAC Coordinator address the staff on various issues related to the improvement of the standards of students. ➤ By involving advanced students in designing Quiz & Buzz programs, by
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<ul style="list-style-type: none"> ➤ Insistence on learner-centric learning. ➤ Making more use of ICT based learning using Interactive & instructional techniques like audio-visual mode. ➤ Organizing more students' seminars, debates, Group Discussions for the overall development of the personality of students. ➤ Motivating the Career Guidance Cell to be pro-active. ➤ Providing experiential learning thro' project –based learning, Field work, Surveys, experiments and practical classes. ➤ Policies and plans regarding the quality assurance ➤ Stressing the need to pay attention to environmental pollution. ➤ Offering counselling to the students and outsiders in depression with the help of Personal Counseling Centre. ➤ Giving prominence to outreach activities. ➤ ➤ Involving students in live projects ➤ Increasing the frequency of Internal Academic Audit rounds and meetings 	<p>organizing Group Discussion, Student Seminars, Case Studies, Role Play, Problem Solving Sessions, attempts to create learner-centric learning are made.</p> <ul style="list-style-type: none"> ➤ Presentation of PPTs, web-based assignments, browsing internet , audio-visual aids, making use of digital library are a few methods of using ICT. ➤ Co curricular activities are increased to improve the calibre of the students. ➤ Career guidance Cell is advised to offer more help to students. ➤ Project work/ field work, Surveys, experiments and practical classes , Industrial/ Study Tours give first hand and experiential learning. ➤ Policies and plans regarding the quality assurance are conveyed to newly recruited staff, freshers and others. ➤ How much the humans may do to rectify the blunders they have committed , which has resulted in environmental pollution, a lot has to be done by students and everyone . ➤ Students, who are on the verge of depression due to various reasons are counselled and brought back to normalcy by the members of Personal Counselling Center. Services are extended to outsiders also. ➤ Outreach activities are increased with the help of NSS, NCC and WDF. ➤ In view of the NAAC Peer Team visit next year, number of meetings with the staff members has increased. ➤ Whenever the officials at District level or Municipality level need the
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<ul style="list-style-type: none"> ➤ Responding to the call of the officials to participate in Swachh Bharat, ➤ IQAC advised the Department of English and Physics to select the topics and organize National Seminars (Autonomous Fund) ➤ Motivating the deserving staff to apply for Best Teacher Award 	<p>services of the students, they oblige.</p> <ul style="list-style-type: none"> ➤ Department of English organized One-Day National Seminar on “Soft skills for survival and success in career and life “in collaboration with IQAC& Alumni Association.at V.S.R & N.V.R College. ➤ Department of Chemistry organized One-Day UGC (Autonomy) funded National Seminar on “Green Chemistry for a sustainable and Healthy Economy” in collaboration with IQAC & Alumni Association of VSR&NVR College. ➤ Dr N Anjaneyulu of the Department of Commerce received the prestigious Best Teacher Award from the Govt of AP.
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Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

<ul style="list-style-type: none"> ➤ Research promotion Committee of the Institution promotes research culture in the campus. ➤ IQAC insists on the attendance of the research scholars, as the activities that are going on in the departments result in the spread of research culture. ➤ Conduct of National seminars by different departments and presentation of papers by gifted students paved way for the promotion of research culture. ➤ IQAC sees that the Research Supervisors speak about the guidance they have been offering and producing M.Phil s/ Ph.Ds, ➤ Paying compliments by the teacher concerned to the students who have done real project work. It gives encouragement to others too. ➤ Motivating staff members to apply for financial aid to UGC and other agencies to go for Minor and Major Research Projects or organize National Seminars / workshops. ➤ Publishing quality research articles .in reputed National / International journals. ➤ Providing the needed infra structure for research ➤ Publication of College Research Bulletin bi-annually. ➤ Entrusting Science students with project work in the sixth semester.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	Nil	Nil
Outlay in Rs. Lakhs	Nil	1.70 lakhs	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	59	--	--
Non-Peer Review Journals	--	--	--
e-Journals	55	--	--
Conference proceedings	--	--	--

3.5 Details on Impact factor of publications:

Range Average h-index No. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	1	UGC	1,70,000/-	1,20,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	1,70,000	1,20,000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

Krishna Pushkaralu University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- NCC Units and NCC Cadets participate in the procession in honor of the seven martyrs of Tenali, who lost their lives in Quit India Movement.
- Lecturers of this institution take classes in schools as a token of service motive.
- A rally by NCC & NSS volunteers is taken up in support of vegetarian food.
- WDC makes visits to Old Age Homes and Orphanages and helps them.
- Department of English and NSS Volunteers lead a procession on December 1st to create awareness on HIV and preventive measures to be taken.
- Procession by NSS & NCC Cadets is taken up to create awareness on Swachh Bharat. Staff and students also took part. In that an extension activity

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.09Acars	---	--	5.09Acars
Class rooms	30	--	--	30
Laboratories	12	--	--	12
Seminar Halls	02	--	--	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

- Library is to a great extent computerised and automated.
- Internet facility is available to the students.
- INFLIBNET facility is available.

4.3 Library services

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	54690	2624477	492	74798	55182	2699275
Reference Books	5928	731973	49	32324	5977	764297
e-Books	3000000	NLIST	-	Free	3000000	Free
Journals	77	80207	40	33365	117	113572
e-Journals	6000	Free NLIST	6000	Free	6000	Free
Digital Database	question Papers Paper Cuttings Titles & research articles	Free	-	Free	-	Free
CD & Video	150	15000	80	4000	190	19000
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	105	--	--	--	--	--	--	--
Added	--	--	--	--	--	--	--	--
Total	105	--	--	--	--	--	--	--

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

- All the departments, Library, Seminar Hall, Auditorium, E-classroom, smart rooms for all science departments, e classroom for the other departments for the purpose of teaching – learning are provided with internet connectivity. IQAC, Principal's Chamber and Principal's Office also have e-gadgets. Wi-Fi is available throughout the day.
- Department of Computer Science organised an orientation programme on Internet for all the Degree students class wise.
- Department of Computers helps the staff members, whenever they need assistance.
- Touch Screen Boards are also arranged in Departments of Mathematics, Physics, Chemistry, Botany and Zoology.
- Well Equipped Electronic Class room established for usage of Faculty as well as students.
- Wi-fi is provided on the campus.
- Invited lectures offer guidance on e-governance to staff and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	460917
iii) Equipments	526320
iv) Others	--
Total :	987237

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC ensures that every student is provided with information on student support services.
- It sees that every department informs the students of the SSS available in their department.
- Librarian organizes orientation program for the first year students on three days- for BA, BSc & B.Com students separately- to explain and demonstrates different Student Support Services offered by the Library.
- Physical Director takes the students round, shows the multi-gym, Electronic gym, Indoor stadium and many more facilities offered by the institution,
- Science departments exhibit the instruments , labs and explains to them of the support they offer.
- College websites / handbooks provide students with information on student support services and relevant staff contacts to access

5.2 Efforts made by the institution for tracking the progression

- Progression of students in attendance and academic performance is monitored continually by the mentors.
- Percentage of attendance of students will be calculated and the names of those who have put up less than 75% will be displayed on notice boards. The parents of these students are also informed.
- During Bridge Courses, staff members assess the students.
- Advanced learners are assigned with value added tasks and their progression is tracked easily as they are in touch with the teacher.
- Below average students are slow learners and remedial coaching is offered to them.
- As most of the assignments are done at home, it is difficult to track their progression.
- Marks that they get in the internal and external examinations are made use of to know their progression.
- Teaching, non-teaching, gifted students and concerned individual departments under different committees are involved in monitoring the progression.

5.3 (a) Total Number of students 753

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
-	-

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
150	420	42	247	--	859	134	373	36	210	--	753

Demand ratio -----

Dropout % Nil

5.4 Details of student support mechanism for coaching for competitive examinations

- Department of Mathematics conducts a Certificate Course in Mathematical Ability, which is as good as coaching. As it forms part of any competitive exam.
- Department of English conducts Add on Course/ Certificate Course / Diploma in Communicative Skills, which are helpful to face interviews.

No. of students beneficiaries

80

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- 20 to 25 students are under the care of a staff member, usually for the three years, which builds rapport among the mentors and mentee. The mentor is to be the friend, philosopher and guide of the mentee. He is supposed to know the ins and outs of the mentee and feels free to discuss academic and personal problems with him. He counsels the mentee and sees that he is on the right track. As he knows his calibre, he advises him to pursue higher studies or take up a job that suits him. He recommends the books he has to read, if he is after competitive examinations.
- By arranging guest lectures on career guidance, the Convenor of 'Career Guidance' helps them get the information needed.
- Members of different departments offer career guidance to the students of their subject. If the mentor fails to convince any mentee on the verge of depression, he refers the case to Personal Counselling Centre' of the college.
- If the mentor fails to convince any mentee on the verge of depression, he refers the case to Personal Counselling Centre' of the college.

No. of students benefitted

125

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	100	2	-

5.8.Details of gender sensitization programmes

Unless the gender biased beliefs, which are being inherited from our tradition disappear, it is difficult to sensitize either of the sex to think properly. Educational institutions have to play a major role in rooting out this and in creating gender sensitization. Our institution has been putting efforts through different programs involving students to participate in debates, group discussions , essay writing competitions and elocution. Programs arranged by Value Based Education Forum and Performing Arts Division serve as the platform to discuss in detail with the future citizens of both sexes. Essay Writing competition on ‘ The plight of the girl child’ on 4th July, Skit competition on ‘Food Adulteration’ on 18th July; Mime on Ragging ‘ organized on 25th July; ‘Interaction with Students on Gender Issues’ by Smt Ch Sowjanya, DSP , Tenali on 10th August, ‘ Debate on Man without human Values’ organized on 19th September, Group Discussion on ‘ Can a Woman ever be equal to Man’ organized on 26th September bear testimony to the fact that our institution is

5.9 Students Activities

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

State/ University level National level International level No.
students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	471	3654039
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: There is n't even a single major grievance of students, which is reported to the Cell.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Vision of the institution is to produce competent, committed, socially responsible, human resources by unfolding 'the perfection already in man'. The vision is in tune with its motto 'Aathmanam Vijaniyath' which means 'Know thy Self'. Roof Pyramid of the college partly helps in translating the vision into reality.

Mission

To liberate youth from the bondage of poverty, deprivation, suffering, gender and other discrimination, by offering quality and value based education.

To cater to the higher educational needs of this area in general and of the weaker sections in particular so that access and equity are provided.

To raise the social status of women by encouraging women's education and equal participation.

to give prominence to Gender sensitization and women empowerment .

To develop community orientation, social responsibility, organizational ability, leadership qualities etc.,

To instill scientific zeal and develop skilled human resource to meet contemporary challenges.

To facilitate young learners with opportunities to hone their ethics and leadership potential.

The vision and mission of the institution is a reflection of the national policies of higher education, in molding human resources to meet contemporary challenges.

6.2 Does the Institution have a management Information System

Information flow and decision making process are systematised due to participative management. Suggestions from the Management committee reach the Principal, who in turn sees that they reach the committees proper. Staff Council ensures the smooth and effective functioning in consultation with the members of the members of their departments. The IQAC meets the Staff Council often and it passes on the information to the members in departmental meetings. Meetings with internal and external stakeholders are common and feedback obtained from all these sources is analysed and steps needed are taken. Students receive the information pertaining to them from the prospectus, Handbook and orientation classes.

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

6.3.1 Curriculum Development

- As the members of the Boards of Studies are highly qualified people, quality – based curricula is designed. Constant touch with all the stakeholders including staff, students, peers, industrialists, alumnae etc., makes the different departments revise the syllabus to the extent possible.
- College involves industrialists, alumnae, parents, students, who are members of BOS/ Academic Council. While designing the curriculum, the suggestions of stakeholders are given weight. Environmental science, Ethics are taken care of in the curriculum. Every year curriculum gets revised , taking into consideration the feedback from internal and external stakeholders.

6.3.2 Teaching and Learning

- ICT Infrastructure such as LCDs, Internet connectivity and other e-resources, which are essential for ICT based Teaching-Learning are provided in the smart class rooms
- Modern teaching aids like LCD, OHP etc have been incorporated.
- Study projects and web-based assignments are assigned to the gifted students, remedial coaching is provided for educationally backward students. Such steps enhance the scope for improvement.
- Feedback from students, parents, alumnae and other stakeholders on teaching learning process quality is enhanced. Students and staff make use of smart rooms and e-classroom for presenting PPTs, Video clippings, student seminars, group discussions etc.,
- Student-centric learning seems to be the only way of developing creativity in the students. Leaving aside traditional methods of teaching , teachers have to see that they learn on their own provided they are given opportunities to learn though participatory/ collaborative/ computer-based/ experiential learning. Our institution has been trying to inculcate that habit.

6.3.3 Examination and Evaluation

- The Institution follows semester system with continuous and comprehensive internal assessment as an integral part of its system .Two mid Internal exams and External exams at the end of the semester, percentage of attendance in every semester, continuous assessment thro participation in co curricular activities like Group discussion, student seminars, interactive sessions, PPTs, Buzz & Quiz programs, are a few factors that get examined.
- Question papers for internal exams are prepared and valued by the lecturers concerned, Question papers for external examination are set by outsiders and valued by others.
- Evaluation is based on the performance of the candidate in co curricular, extra curricular activities and performance in classroom
- To ensure that all the stakeholders are aware of the evaluation processes, the complete syllabuses, including examination and evaluation details are made available on the website.
- The percentage of marks for internal and external exams are 30% and 70%. And the Controller of examinations explains in detail every thing related to examination & evaluation.

6.3.4 Research and Development

To instill scientific zeal among students is one of the missions of our institution. In collaboration with IQAC& Alumni Association, two national seminars are organized by two departments every year. Every year a few doctorates / MPhils are produced by the Research guides. A few are pursuing research. A number of research articles are published in national/ International journals of repute by the Research Supervisors, their scholars and some of the staff members too. Students are assigned Study Projects and web-based assignments, which inculcates research bent of mind. Research Bulletin bi annually, News Letter SAMATHA biannually , Monographs,in addition to Magazine, are published. One member is awarded Ph.D. Study Projects are prescribed for students of 6th semester. Gifted students are entrusted with research oriented project-work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A spacious library with 53 779text books, 5386 reference books provides a number of student support services like Open Access; Systems
- Digital Library with 10 systems having internet facility.
- The library is equipped with open educational resources like the Information and
- Library Network (**INFLIBNET**), which provides access to a large number of e-journals and e-books.
- ICT ; Every department has a system with internet facility and printer.
- All science departments have smart rooms to provide ICT based teaching.
- Electronic room is used by all the other departments as per the schedule.
- CDS , PPTs are made use of as part of ICT teaching.
- Physical Infra structure: The College has a very good physical infra structure. Buildings, grounds, furniture and apparatus along with equipments essential for imparting education are procured.

6.3.6 Human Resource Management

- Human resources are utilized and managed as efficiently and effectively as possible in our institution.
- The human resources work for the success of the organization as the personal needs of staff and the needs of the institution are balanced.
- The institution has very dedicated , committed and genuine faculty and visionary Management
- Principal practices democratic leadership and does supervisory and administrative task.
- Assessing the interest of the faculty, their services are made use of in the relevant Committees.
- Constituting various committees, the institution decentralizes power/ work so that every one does his/ her work without any sense of uneasiness.
- Efficient, non-controversial members are in charge of Key posts.
- The main human resources being the students , their services are being made use of by enrolling them as members of all committees.

6.3.7 Faculty and Staff recruitment

After obtaining permission from the CCE, advertisements inviting applications from qualified candidates are published in leading newspapers. Applicants who meet the eligibility criteria stipulated by the UGC , Parent University and state govt are called for an interview . The selection panel consists of the Principal, Secretary, Nominee from the University, RJD and an external subject expert. Candidates deemed suitable to meet the institutions requirements are selected and their names are sent to CCE for approval.

6.3.8 Industry Interaction / Collaboration

Commerce students are taken on Industrial visits every year. As this area does not have many industries, the departments find it difficult to have linkages with them. People from industries are invited to deliver guest lecture, which prove to be fruitful . Students derive satisfaction on seeing knowledge and expertise being used for socially useful and productive purposes. Staff members make use of the knowledge to improve and widen the curricula.

6.3.9 Admission of Students

- Admissions are based on merit and as per the norms of the Government, university.
- Admission committee prepares merit lists and admits the students accordingly.
- Reservation procedure is followed strictly.

6.4 Welfare schemes for

Teaching	<p>Incentives to the staff for their outstanding performance OD for attending Seminars and Workshops Issue of Salary Certificates for raising bank loans Provision of canteen in the campus Dependant will be considered for employment on compassionate grounds, depending upon the merit of the case, limited to the cadre Junior Assistant, subject to eligibility of the individual concerned and the availability of vacant posts. Grievance Redressal Cell redresses the genuine grievances of staff so as to ensure a congenial atmosphere</p>
Non teaching	<p>Loans from Cooperative Credit Society Incentives to the staff for their outstanding Provision of canteen in the campus Dependant will be considered for employment on compassionate grounds, depending upon the merit of the case, limited to the cadre Junior Assistant, subject to eligibility of the individual concerned and the availability of vacant posts Grievance Redressal Cell redresses the genuine grievances of NTS so as to ensure a congenial atmosphere.</p>
Students	<p>Endowment Scholarships for meritorious students Incentives for outstanding performance. Provision of canteen in the campus Fee concession to rank holders. Payment of exam fee for the poor at their request The students who participate in sports, extension, and extracurricular activities are given special guidance by the faculty. If they are from science faculty practicals are adjusted in extra batches as per their convenience. The College conducts separate internal examinations for the students, if necessary Grievance Redressal Cell redresses the genuine grievances of staff so as to ensure a congenial atmosphere.</p>

6.5 Total corpus fund generated

7,00,000

6.6 Whether annual financial audit has been done

Yes

No

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

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

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

- Reforms in examinations are made with the consent of the Academic Council
- Examination reforms are made , when the necessity is felt.
- Choice Based Credit system is in practice. NCC as an Elective Subject is accepted Credits to NSS , NCC, Sports and Games are allotted.
- Dummy number system is still followed.
- Results are available on College website and notice board
- Declaration of result is done within 30 days from the date of conducting.
- Instant Examination for Final Degree students who fail in a single subject in the sixth semester.
- Students, not satisfied with the marks are provided a zerox copy of the answer sheet on payment.

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

NA

6.11 Activities and support from the Alumni Association

- Alumni meetings take place every year.
- Some of the members were students of this college and work in the college. They come forward for the betterment of the institution.
- One batch or other take permission and spend a day in the institution along with their families, enjoy themselves sharing memories and felicitate their teachers , who are available, even if they are retired.
- Through Alumni Association, which is a registered body, alumna spent about 35 lakhs on renovation works.
- National seminars are organized in collaboration with the Alumni Association.
- Alumni runs a stores for students on no loss and no profit basis.

6.12 Activities and support from the Parent – Teacher Association

Parents are continuously informed about the progress of their children either through their mobile phones or e-mails .
Absence of students is informed and parents are requested to attend the meeting to discuss the pros and cons and take the necessary steps
Feedback from the parents is taken on issues related to teaching, students response.
Their valuable suggestions are taken care of.

6.13 Development programmes for support staff

- Recognition of individual's worth has resulted in enhancing their feeling of responsibility and achievements.
- Incentives are given to the staff for their outstanding performance .
- Cooperative and credit society of the College helps the staff by offering financial help on low interest.
- The necessary training programs in the usage of ICT are given by the Department of Computers.
- Centers of Gitam University, Ambedkar University and Andhra University are being run in the campus provide an opportunity for them to go for higher education.

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

- Establishment of ECO Club, which is functional throughout the year.
- Organizing lectures on environmental pollution to create awareness among the students on the disastrous consequences, if the same things continue.
- e-waste management , vermin compost making use of the leaves , flowers etc; water harvesting, plantation; implementation of 'No Plastic Day' greenery everywhere in the campus.
- Observing 'No Vehicle Day' is added this year. Procession to create awareness on the need to be eco-friendly.
- Adequate publicity is given on the campus to bring awareness among all students and faculty about conservation of environment by saving

Criterion – VII

7. Innovations and Best Practices

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

Awareness / outreach programs are the local need of public, especially illiterates. Depending on the immediate need rallies are taken up by NSS volunteers/ NCC cadets and other students to create awareness on the seasonal diseases/ food adulteration, which has proved to be hazardous to the health of people/ anti-corruption drives to protect the prestige of our country, Guest lectures , which create awareness among students and staff, Observation of important Days like Ozone Day/ International Women's Day contribute to the awareness of the important global issues, which need to be solved.

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

- ICT based education through PPTs, web-based assignments, Study projects, is being made use of by staff members and students.
- For experiential learning students were taken out on field work/ industrial/ study yours Policies and plans regarding the quality assurance are conveyed to newly recruited staff, freshers and others.
- Programs on environmental pollution are organised.
- Personal Counselling Cell is of great help to many including outsiders. Outreach activities are increased with the help of NSS, NCC and WDF.
- Two National seminars are organized. 3 workshops are organized.
- Whenever an opportunity is found, it is used to dispel age-old beliefs regarding the roles of men and women..

7.3 Give two Best Practices of the institution

- 1 Value Based Education
2. Staff Guardianship

7.4 Contribution to environmental awareness / protection

- Strengthening Eco Club activities by means of observing 'No Plastic Day'. 'No Vehicle Day' and No Power in the morning of the last working day of the month.
- Environmental studies included as a part of curriculum make students understand the need to protect environment.
- Observing World Ozone Day inviting a competent speaker helps create awareness on the dire need to pay attention to environment.
- Maintaining rain harvesting pits on the campus, plantation by VIPs, looking after vermin compost pits, essay writing and elocution competitions for students on issues related to environment, announcement of an award to be given to the batch that maintains its area are a few measures of creating awareness on the pollution of environment and inculcating the sense of protecting environment.

7.5 Whether environmental audit was conducted?

Yes



No

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

STRENGTHS:

Committed Management for the cause of education

The first College in Tenali and Repalle taluq , which gave lease of life to the downtrodden sections by providing higher educational facilities.

Management well known for its support to the backward classes and its efforts for equality and providing education at a low cost.

Excellent infrastructure, well established classrooms, student-friendly library, highly qualified staff , quality education,

WEAKNESSES

Since its inception 80 to 85% of the students are from SC/ST/ Minorities .

Most of them hail from rural background and illiterate families.

They seem to be satisfied with the incentives they get as under privileged people.

They do not seem to be bothered about the global concept.

Deterioration of standards

Delay in government approvals for filling up retired vacancies

OPPORTUNITIES:

The institution sends out of its portals at least some students who have real values and who prove themselves to be assets to society.

ICT based education, Value based education, Skill-based, employment –oriented certificate courses that are offered are a few opportunities to fulfill the noble cause of the management. They will attract the students.

Opportunities to develop and establish new programmes to meet the new and growing demands of society .

Chances to open new Post Graduate courses

THREATS:

Mushroom growth of educational institutions;

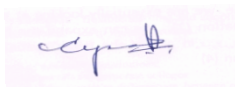
Craze of the illiterate parents for corporate colleges

Inability on the part of the parents to differentiate between service –oriented institutions and commercial colleges.

Step motherly attitude of parents towards government / Aided colleges.

8. Plans of institution for next year

- Organizing thought provoking programs on Gender Sensitization.
- Insistence on learner-centric learning.
- Enhance the number of Orientation programs and departmental Workshops.
- Making more use of ICT based learning using Interactive & instructional techniques like audio-visual mode.
- Organizing more students' seminars, debates, Group Discussions for the overall development of the personality of students.
- Strengthening the activities of all the cells/ Committees and strengthening the activities of all the Committees and strive to get 'A' Grade.
- Forming Committees to collect information Criterion-wise.
- IQAC meetings to be enhanced to monitor and assess the performance.
- Conduct of institutional Workshops & organize two National Seminars.
- Organizing inter collegiate competitions.
- Focus on preparation of SSR and getting ready to face NAAC



Dr.L.Cyril Arun Kumar

**IQAC Co-Ordinator
VSR & NVR COLLEGE, TENALI**



D.V.Somaiah Sastry

**PRINCIPAL
VSR & NVR COLLEGE (AUTONOMOUS)
TENALI**

ANNEXURE : I

VSR & NVR College (AIDED & AUTONOMOUS), TENALI
Reaccredited by NAAC

ACADEMIC CALANDER FOR 2015-2016

15-06-15	: Reopening of College after summer vacation
15-06-15	: Commencement of class work for III and V semesters
16-06-15	: Orientation to the Staff Members
06-07-15	: Commencement of class work for I semester
06-07-15 to 08-07-15	: Orientation Course for First Degree Students
10-08-15 to 12-08-15	: I Internal Examinations for I , III and V semesters
07-09-15	: Last date for payment of Examination fee
09-09-15 to 11-09-15	: II Internal Examinations for I , III and V semesters
03-10-15	: Semester End Exams - VI & II Sem.
13-10-15	: Semester End Examinations - V & III Sem.
19-10-15 to 24-10-15	: Dasara Holidays
28-10-15	: Semester End Examinations - I & IV Sem.
06-11-15	: Commencement of classes for II, IV and VI semesters
07-11-15	: Orientation to the Staff Members
17-12-15 to 19-12-15	: I Internal Examinations for II , IV and VI Semesters
23-12-15 to 26-12-15	: Christmas Holidays
11-01-16 to 16-01-16	: Sankranti Holidays
28-01-16	: Founder's day
04-02-16 to 06-02-16	: II Internal Examinations for II , IV and VI semesters
13-02-16	: Last date for payment of Examination fees
23-02-16	: Commencement of Practical Examinations
07-03-16	: Semester End Exams - V & III Sem.
17-03-16	: Semester End Examinations - VI & II Sem.
28-03-16	: Semester End Examinations - IV & I Sem.
31-03-16	: Last working day for the academic year 2015-16
16-06-16	: Reopening of College after summer vacation

ANNEXURE-II

STUDENT FEEDBACK FORM

Note i) please give your opinion on the performance of the teacher with reference to the 20 items listed below; the opinion is to be given on a five – point rating scale – I – poor, II – average, III – good, IV – very good, V – excellent.

ii) Please do not write your name or put your signature anywhere.

College:

Name of the Lecturer:

Subject:

Class:

Date:

S. NO	Item	Rating				
		I	II	III	IV	V
1.	Efforts to effectively cover 100% of Syllabus					
2.	The interest generated in the students while teaching in the class room					
3.	Clarity of expression while teaching the topic/lesion					
4.	Depth of subject content explained					
5.	Level of latest developments in the subject taught					
6.	Use of other methods of teaching like class seminar question answer group discussion etc. in the class room					
7.	Encouraging questions on the topic in the class and clearing doubts					
8.	Use of teaching models and teaching aids in the class room					
9.	Encouraging and supervising the students for study projects					
10.	Aptitude shown in arranging field visits, invited lectures etc. in the subject					
11.	Encouraging and guiding students in reading library (subject and general) books and using internet					
12.	Encouraging and guiding students in giving class seminars					
13.	Regularity and seriousness in valuing the answer scripts of monthly tests and discussing the same with the students					

14.	Remedial coaching and efforts made in preparing the students for University Examinations					
15.	Regularity and punctuality to the class					
16.	Enthusiasm shown to encourage and guide students in extracurricular activities like cultural, community service. Nation building etc.					
17	Counselling and career guidance					
18.	Accessibility of the lecturer outside the class room for academic interaction					
19.	Personal care and affection while dealing with individual students and helping students					
20.	Overall opinion on the lecturer					

Total Score:

ANNEXURE : III

1. Title of the Practice : VALUE BASED EDUCATION

2. The context that required the initiation of the practice (100)

Ever receiving and never ending news of the inhuman behaviour of the people, ghastly incidents of three year old babies and eighty year old women being raped, incidents of minting money risking the lives of many people by means of food adulteration; old parents seeking the shelter of Old Age Homes ; value imparted to the valueless money out of ignorance and lack of spiritual knowledge; killing one's own brother or sister for a few bucks; , playing with the lives of innocent of people under the guise of spirituality, ditching one's own friends for power and pelf, craze for parasitic life , fear that the fast diminishing values very soon perish are a few reasons behind initiating this practice.

3 Objectives:

To initiate real values to the young students as their second parents

To impart social, moral, integrity, character and spirituality

To make them cultivate human values to become real human beings

To introduce to them the lives of great people who ledv significant lives and stood as incarnation of values.

To mould the youth into useful, selfless citizens, who are assets to our nation, as it is one of the objectives of our institution.

4 The Practice

To inculcate values in the students, the last hour of every Saturday is demarked for Value Based Education. As per the schedule, a particular department has to arrange a guest lecture or a lecturer of that department has to deliver a lecture on values. All students attend the class. Whoever may be the speaker, he/she has to concentrate on values/ morals, which are diminishing fast. To see that they do not perish and they have to be given a lease of life, these classes are arranged. Usually the speaker selects a burning issue of the contemporary society, probes into it and creates an impression on the listeners never to resort to such inhuman activities. The purport of all these speeches is nothing but giving a human touch to the young human resources so that they will not go astray and become responsible citizens and future leaders. Students are encouraged to interact with the speakers and they are given chance to address too. .But from 2015, there is a change in this program. as a paper ' Human Values and Professional Ethics' is incorporated in the curriculum for 1st year students in the first Semester. Dedicating this hour to 'Performing Arts" students are encouraged to show their skills/ talents through various art forms like songs/ dance/ skit/ mime/ speech etc. .As per the schedule, students of BA/B.Com/BSc led by the departments concerned, exhibit their talents. In consultation with the IQAC topics on Gender equity/ sensitivity/ values/ responsibility of humans towards environment etc are selected and the department of Telugu passes on that information to the departments ahead of time. The practice of discussing values is being continued till today.

5 Obstacles faced if any and strategies adopted to overcome them (150)

In the initial stages, it seemed that there was no coordination among the students. Just like environmental pollution, the concept of the need to lead life with values is spread among the student population too. Their minds were not like white slates. It took quite some time to wipe off the black marks on their mental screen. Sluggishness, lack of self respect, whiling away time, parasitic life seems to be the hall mark of many. Earning money by any means seem to be the motto of some. Very carefully speeches were delivered on great people without any focus on their caste. Slowly the students, who were reluctant in the beginning, began to show interest in the practice. The passive listeners have become active speakers. Debates on topics related to gender

equity, immorality, corruption charges, values like truth/non-violence/ integrity etc are drilled into their minds so that there is some impact of it on them.

6. Impact of the practice (100 – 120 words)

Though the impact cannot be measured exactly, some change in them is perceptible. It is an attempt to initiate young people into values. As theirs are impressionable minds, definitely there will be an impact on them. Moreover it is believed that the values inculcated among young generation would remain with them permanently. If the speaker, who deals with the students in this class really believes in human values, and if he plays a major and a decisive role in giving this lesson by precept as well as by example, definitely, they begin to think in terms of values. What they heard, what they spoke come to the fore, whenever they are about to fall into the mire of immorality.

7. Resources required :

The human resources, who are moved at the vanquishing values in the present day society, commitment on their part to save the future generation and our nation by imparting values to the future citizens are the requirement.

1. Title of the Practice : Staff Guardianship

2. The context that required the initiation of the practice (100)

On finding students to be in disciplined and carried away by wrong influences, which mar their lives and turn them into inhuman beasts, this practice is thought of. Without the guidance of staff, students move like rudderless boat on the ocean of life. They need guidance at every stage in almost everything. Moreover most of the students of our college are from illiterate families and there is no one to guide them properly so that the objective of our college, to send out of its portals responsible citizens cannot be achieved unless teachers take initiative to guide the students in all aspects. So the IQAC of this college has decided to strengthen staff guardianship to the advantage of the students.

3 Objectives:

To establish close rapport with the mentees and guide them in every way.

To take care of them as the second parents

To make the students feel that they are their friends, guides and philosophers.

To treat them as though they are their own children and offer academic, and personal guidance.

To make the students understand that their only job is to acquire knowledge needed to lead a good life.

As one of the objectives of our institution is to mould the youth into useful, selfless citizens, who are assets to our nation, it is hoped to make them grow into real human beings.

4. The Practice (250 – 300 words)

This practice needs coordination among staff members and Staff Guardian Committee. Depending on the strength of the students and staff, usually 25 to 30 wards are allotted to a staff guardian. Officially one staff guardian class is conducted every month and the feedback is passed on to the Convener, which will in turn be passed on to different sectors for action to be initiated. Same wards remain with the guardian for three full years so that rapport and intimacy are established between the two.

Teacher's responsibility towards students does not cease with just academic enrichment. A good teacher establishes contact with the students and connects with his/her pupils and reach them on multiple levels. By forging strong relationships, teachers are able to affect virtually every aspect of their students' lives, teaching them the important life lessons that will help them succeed beyond term papers and standardized tests. In short, he comes closer to the wards more than their parents and friends. He should make the student feel that he can talk to him anytime on anything.

He comes out with his/ her personal problems, seeks his advice and sometime monetary help too. This practice is beneficial in both the ways as the teacher gets a sense of satisfaction with the feeling that he has guided the lives of a people. His happiness knows no bounds, if his wards achieve success in career and life. As they know the ins and outs of their wards, guardians can assess the problems they face and help them in sorting them out.

The wards unravel their hearts before the guardians on academic problems. The guardian helps them in his own way and requests the IQAC to see that special classes are arranged for them.

5. Obstacles faced if any and strategies adopted to overcome them (150 – 200 words)

Inability on the part of the students to open themselves before their mentors in the initial stages with the fear that he/ she may pass on his comments on a particular lecturer, which may result in prejudice. Reluctance on their part to establish contact with the mentor outside the classroom, due to some inhibitions was an obstacle. Unwillingness to share personal matters with the mentor; hesitation to come close to an elderly person that too to a teacher; diffidence to meet him out of the classrooms; hesitance to part with him his personal problems are some of the obstacles faced the beginning. Feeling the pulse of such students, the mentors tackled them in a different way, by talking to them in a friendly way, by moving with them, by creating scope for them to meet him often, he sees that ice was broken. A good teacher is always respected and loved by the students. Once they realize that the mentor is their well wisher and helps them to the maximum extent, the bond between the mentor and mentee has become stronger.

6. Impact of the practice (100 – 120 words)

This practice has yielded very good result. All the mentors have begun to follow the example of the successful mentor. Majority of the problems are solved by the mentors as they take steps to see that the information reached the people, concerned. As far as possible, the inconveniences that the students face are set right at the earliest. In certain issues, the drawbacks are rectified, provisions are made as per their request, and the suggestions offered by the students are taken cognizance of. The importance attached to them, the response of the higher ups to their problems created an atmosphere congenial to everybody.

7. Resources required :

As offering guidance to students is the responsibility of students, no extra resources are needed for this practice except the commitment of teachers.