

The Bapatla College of Arts and Science



Bapatla - 522101

SELF STUDY REPORT
(Cycle - 2)

Submitted to

National Assessment and Accreditation Council
Bangalore

September 2014

PREFACE

I am extremely delighted to submit the Self study Report for Cycle -2 of the Bapatla College of Arts and Science to the National Assessment and Accreditation Council, Bangalore for reaccreditation in reference to our letter of intent requirements for further substances and enhancement of quality of our institution.

The present progress in academics of our institution is the outcome of collective and concerted effort of BCAS family. At the outset I express my deep sense of gratitude to Sri. Muppalaneni Seshagiri Rao, President of the Bapatla Education Society whose support, encouragement and vision helped us reach our set goals suited to contemporary needs of students in our society. The president of the college committee Sri. Muppalaneni. Seshagiri Rao and secretary Sri. M. Nageswara Rao involved themselves in the preparation of SSR with their valuable guidance. This self study report of the college is prepared from the available data regarding curricular and co curricular activities of the college over a period of past four years. Different committees are formed with senior members of the college. These committees held discussions with other staff members in various meetings. These committees helped in the preparation of Self Study Report, Cycle - 2 with criteria wise inputs. Staff members are actively involved themselves in the preparation of SSR and it is a total team effort. My sincere thanks are due to all the parents of our students who reposed their confidence and trust in us by providing a regular feedback. Sincere efforts of all faculty and supporting staff of our institution are the grateful acknowledged. I feel highly indebted to NAAC peer team for initially evaluating the status of our academics and awarding 'A' grade in March 2007. The need to offer ourselves for

quality inspection by NAAC for reaccreditation has given us ample opportunities to our priorities to the growing needs of our students in our contemporary society.

With NAAC at the helm of affairs monitoring the progress of educational institutions in our country, it is our hope that our BCAS team will carve out its own niche in building the nation through quality education. I sincerely submit the self study report of The Bapatla College of Arts and Science for reaccreditation and look forward to hearing from you on your proposed visit to our institution for inspection and evaluation.

M. Sarah Niveditha
Principal

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ABBREVIATIONS

BCAS	:	Bapatla College of Arts and Science
NAAC	:	National Assessment and Accreditation Council
UG	:	Under Graduation
ANU	:	Acharya Nagarjuna University
NSS	:	National Service Scheme
NCC	:	National Cadet Corps
CD	:	Compact Disc
VCD	:	Video Compact Disc
DVD	:	Digital versatile Disc
Wi-Fi	:	Wireless Fidelity
QAA	:	Quality Assurance & Accreditation
UGC	:	University Grants Commission
HEPA	:	History, Economics, Politics Association
AIDS	:	Acquired Immuno Deficiency Syndrome
ICT	:	Information and Communication Technology
DTP	:	Desk Top Publishing
CA	:	Computer Applications
HOD	:	Head of the Department
IQAC	:	Internal Quality Assurance Cell
PPT	:	Power point presentation
ASC	:	Academic Staff College
FDP	:	Faculty Development Programme
RP-HPLC	:	Reversed-phase High-performance liquid chromatography
BPO	:	Business Process Outsourcing

MHRD	:	Ministry of Human Resource Development
DTH	:	Direct to Home
AMC	:	Annual Maintenance Contract
SC	:	Schedule Caste
ST	:	Schedule Tribe
OBC	:	Other Backward Classes
RUSA	:	Rashtriya Uchhatar Siksha Abhiyaan

EXECUTIVE SUMMARY

The Bapatla College of Arts and Science was started in 1963 by the enthusiastic and philanthropists of the Bapatla under Bapatla Education Society. The college has acquired the recognition in the region as the hub of providing excellent education in the field of social sciences, humanities, commerce, science, etc. This is the campus in the region that has UG program in the emerging disciplines of technology. The mission is emancipation of backwardness, poverty and mental constraints of local youth by providing higher education, life skills and personality development. This institution has been striving hard to promote academic excellence, to inculcate human values and social responsibilities, to mould the students as good citizens of India. This institution is affiliated to Acharya Nagarjuna University, Guntur. This institution is accredited 'A' grade in 2007 in the assessment by the NAAC, Bangalore.

The Bapatla College Arts and Science was originated by the combined efforts of people of Bapatla with very common mission of providing higher education to the students of this area. It has occupied a prominent place in the educational sphere of Andhra Pradesh.

The mission, goals and objectives of this College are geared towards bringing about a society that is based on human values. All-round development is the aim. Within the existing framework, we attempt to provide inputs for intellectual, aesthetic, ethical, and physical formation. We have evolved innovative methods of teaching and tried to inculcate critical, lateral and rational thinking, thereby contributing actively to the formation of the intellectual life of students.

The Bapatla College of Arts and Science missions towards meeting the growing and diverse educational needs of the community through provision of innovative learning opportunities along with inculcation of values of culture, morality enabling students and employers to build productive careers and to develop itself as a

Centre of Excellence in a changing society. The institute offers the following graduate programmes.

- Bachelor of Arts
- Bachelor of Science
- Bachelor of Commerce
- Bachelor of Computer Applications

In addition, there is a cell for extracurricular activities to coordinate sports, games, quiz, essay competition, oratory competition and many others. There are several additional units and branches such as Research cell, Public Information Cell, Placement Cell and so on.

It is the dream of dedicated Board of Governors of Bapatla Educational Society, Sri Muppalaneni Seshagiri Rao, President of Bapatla Educational Society, and Secretary Sri. Manam Nageswara Rao and the Correspondent Sri K. Lakshmi Narayana, the Principal Smt. M. Sarah Niveditha to create a versatile team consisting of vice principal, programme Incharges and department Incharges who are always responsive to progress and who are Eveready to make any kind of contribution. The result is the innovative development in the college.

Vision:

The college motto is *Vidyaya amrutha masnuthe* which means through education one can achieve eternity. Bapatla College of Arts and Sciences will support its outstanding vision for development of people & Society.

Mission:

- The core objective of Bapatla College of Arts and Science is to fulfill the educational needs of its community, country and the globe.
- It will go on executing activities for further Development of society (community) in every way possible.

- The college will work out strategies to catch up with the spirit of community and the country in the global concept.
- Providing services to meet stakeholders' requirements by empowering the faculty with latest teaching and update skills.
- Enhance stakeholders' satisfaction through enriching laboratories, library, hostels and other facilities.
- Provide prompt, reliable and economic services.

The Bapatla College of Arts and Science is responsive to community needs in today's fast changing scenario. Primarily, the college aims at maintaining close relationship with the community. We feel that the public participation is must in each of college activities. We realize that the stakeholders (community people, parents and students) should feel the college is their property because they are the customers. If this philosophy is maintained, permanent sustainability will be possible. At the same time, we adore the innovative guidelines of the scholars and master minds. With this philosophy, Bapatla College of Arts and Science has been moving forward.

We believe in training the trainers, thus conduct various 'Faculty Development Programmes' regularly for our teachers. Our College encourages its faculty members to participate in 'Orientation Programmes' and to attend 'Refresher courses' conducted by Academic Staff College under UGC at various Universities.

Quality Initiatives of Bapatla College of Arts and Sciences

- Calendar of Events
- Follow up & Monitoring
- Procedures for all academic and administrative units
- Strategic Planning
- Monthly, Final Exam Record & analysis
- Publications and Paper presentations
- Seminars and Workshops from Departments
- Organizing Guest Lectures

- Student Counseling
- Peer review for self appraisal
- Identifying departmental best practices
- Student Feed-back system and analysis
- Employment activities
- Establishment of Research Development Cell

HIGHLIGHTS

Bapatla College of Arts and Sciences started with nearly 181 students in 1963, now it has modern facilities and infrastructures with more than 1390 students.

- Participation in various competitions.
- Conduct of Workshops, Seminars, Guest Lectures and Symposia to enable the students and faculty members to remain abreast with the recent developments in the field of their specialization.
- We conduct wide-ranging activities, such as departmental cultural programs, Communication skills Club, NSS, NCC, Red ribbon club, Eco club activities etc.
- The college takes special care to imbibe spiritual values and goals in the youth through lectures, site visits and other extracurricular programmes.
- The college management regularly arranges blood donation camps, general medical check-up camps and tree plantation.
- The college celebrates all important days of celebrations; these celebrations boost the patriotism and fraternity amongst the students.
- The college arranges informative, detailed lectures to create awareness about AIDS, sanitation and hygiene, nutrition among youth and their social responsibility.
- The E-Library, Xerox facility, Computers, Audio & Visual Cassettes, CDs, VCDs Internet and Wi-Fi facilities are provided by the college.
- The rich library with many titles of books, journals and magazines.

- Usage of Audio Visual aids by several departments for making teaching effective.
- The Placement cell helps the students to find a placement in various industries for training and employment. It conducts the Professional Development Programmes regularly when the students approach their final year.
- Academic and personal counseling to the students.
- The college have introduced tutor/ guardian scheme where each teacher is allotted a group of 20-25 students to counsel for their overall academic development.
- Study hours are conducted regularly after college working hours.
- An orientation program is organized for newly admitted students to make them feel at home.
- Extra/ remedial classes for slow learners are organized so as to boost their confidence and interest in the subject.
- The institution has an alumni association that will organize meetings at certain intervals. It gives suggestions for overall development of college.

We feel that Quality Assurance & Accreditation (QAA) is representation of academic excellence. That is why Bapatla College of Art and Sciences has been making great effort to obtain QAA.

Self Study Report for cycle - 2 is indicative of actual status of Bapatla College of Art and Science by different point of view. Regarding QAA concepts like research, consultancy and extension, information system well practiced in Bapatla College of Art and Science.

The college needs to take stock of value added education, reflect and Endeavour to meet the fresh challenges so as to enable to move with the time. The college is very eager to find out what 'more' needs to be done to achieve its goals so as to enable us to provide better education to the wards of the society. This evaluation by NAAC will provide us an opportunity for introspection and an occasion to receive

feedback from a peer team. The Self Study Report for Cycle - 2 has made us aware of our present position. We are sure the exercise has provided us strength to work with greater awareness and vigour to serve the society.

PROFILE OF THE INSTITUTION

1. Name and Address of the College:

Name :	The Bapatla College of Arts & Sciences, Bapatla	
Address:	Karlapalem Road, Bapatla	
City : Bapatla	Pin : 522101	State : Andhra Pradesh
Website :	www.bcasbapatla.ac.in	
Email:	bcasbapatla@gmail.com	

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Smt.M.Sarah Niveditha	O:08643-224066 R:224429	9889985273	08643-221405	msarahniveditha@gmail.com
Vice Principal	Sri.P.Anjaneyulu	O:08643-224066 R:	9908872628	08643-221405	
Steering Committee Co-ordinator	Smt.K.Nirmala	O:08643-224066 R:08594222857	9866401589	08643-221405	knirmalae.co@gmail.com

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

- i. For Men
- ii. For Women
- iii. Co-education

b. By Shift

- i. Regular
- ii. Day
- iii. Evening

5. It is a recognized minority institution?

- Yes
- No

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence.

6. Sources of funding

- Government
- Grant-in-aid
- Self-financing
- Any other

7. a. Date of establishment of the college: 16-07-1963 (dd/mm/yyyy)

b. University to which the college is affiliated / or which governs the college (if it

is a

constituent college)

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (if any)
i. 2 (f)	05.07.1987	--
ii. 12 (B)	05.07.1987	--

(Enclose the Certificate of recognition u/s 2(f) and 12 (B) of the UGC Act)
 d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTC, MCI, DCI, PCI, RCI etc)

Under Section / clause	Recognition / Approval details Institution / Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	Not applicable			
ii.				
iii.				
iv.				

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated college?

Yes No

If yes, has the college applied for availing the autonomous status?

Yes No

9. Is the college recognized

a. by UGC as a college with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition: _____ (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency _____ and

date of recognition: _____ (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Karlapalem Road
Campus area in sq.mts.	28.82 Acres / 116632 Sq.mts
Built up area in sq.mts	16576.04 m ²

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities ✓
- Sports facilities
 - * Play ground ✓
 - * Swimming pool
 - * Gymnasium ✓
- Hostel
 - * Boys' Hostel
 - I. Number of hostels - 1
 - II. Number of inmates - 20
 - III. Facilities (mention available facilities)
 - * Girls' Hostel
 - I. Number of hostels - 2
 - II. Number of inmates - 500
 - III. Facilities (mention available facilities)

* Working Women's Hostel

I. Number of inmates - Nil

II. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise)
- Cafeteria – Yes - 1
- Health centre – Yes - 1

First aid, inpatient, Outpatient, Emergency care facility, Ambulance

Health centre staff –

Qualified doctor	Full time	<input type="checkbox"/>	Part-time	<input checked="" type="checkbox"/>
Qualified Nurse	Full time	<input type="checkbox"/>	Part-time	<input type="checkbox"/>

- Facilities like banking, post office, book shops - Banking
- Transport facilities to cater to the needs of students and staff : Yes
- Animal house - Yes
- Biological waste disposal - Yes
- Generator or other facility for management/regulation of electricity and voltage - Yes
- Solid waste management facility: Yes
- Waste water management : Yes
- Water harvesting - Yes

12. Details of programmes offered by the college (Give data for current academic year) 2013-2014

Sl. No.	Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned / approved student strength	No. of students admitted
	Under-Graduated	B.A	3 Years	Intermediate	Telugu	60	46
		B.Com	3 Years	Intermediate	English	60	40
		B.Com	3 Years	Intermediate	Telugu	60	69
		B.Sc MPC	3 Years	Intermediate	Telugu	36	34
		B.Sc CBZ	3 Years	Intermediate	Telugu	24	23
		B.Sc MPC	3 Years	Intermediate	English	72	70
		B.Sc CBZ	3 Years	Intermediate	English	24	24
		B.Sc Mat.Phy.Comp	3 Years	Intermediate	English	48	47
		B.Sc Mat.Comp.Ele.	3 Years	Intermediate	English	36	36
		B.Sc Mat.Stata.Comp.	3 Years	Intermediate	English	24	23
		B.Sc Mat.Comp.Multimedia	3 Years	Intermediate	English	14	60
		B.C.A	3 Years	Intermediate	English	40	17
		B.Com Comp.Appli.	3 Years	Intermediate	English	30	28
	Post-Graduated	--	--	--	--	--	--
	Integrated Programmes PG	--	--	--	--	--	--

Ph.D.	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--
Ph.D.	--	--	--	--	--	--
Certificate course	--	--	--	--	--	--
UG Diploma	--	--	--	--	--	--
PG Diploma	--	--	--	--	--	--
Any other (specify and provide details)	--	--	--	--	--	--

13. Does the college offer self-financial Programmes?

Yes No

If yes, how many?

14. New programmes introduced in the college during the last five years if any.

Yes		No	✓	Number	
-----	--	----	---	--------	--

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Science	Botany, Zoology, Physics, Chemistry, Comp.Science, Stata & Mathematics	--	--	--
Arts	History, Economics & Politics	--	--	--
Commerce	Commerce	--	--	--
Any other (specify)	Library Science & Physical Education	--	--	--

16. Number of programmes offered under (Programme means a degree course like B.A., B.Sc., M.A., M.Com. etc)

- a. Annual system
- b. Semester system
- c. Trimester system

17. Number of programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and / or PG programmes in Teacher Education?

Yes No

If yes,

a. Year of Introduction of the programme(s) _____ (dd/mm/yyyy)
and number of batches that completed the programme

b. NCTE recognition details (if applicable) Not Applicable

Notification No. _____

Date _____ (dd/mm/yyyy)

Validity _____

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

19. Does the college offer UG and / or PG programmes in Physical Education?

Yes No

If yes,

a. Year of Introduction of the programme(s) _____ (dd/mm/yyyy)
and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No. _____

Date _____ (dd/mm/yyyy)

Validity _____

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the institution.

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Lecturers		Associate Professor		Assistant Professor		M	F	M	F
	M	F	M	F	M	F				
Sanctioned by the UGC / University / State Government	76	--	--	--	--	--	38	3		
Recruited	76	--	--	--	--	--	38	3		
Yet to recruit	--	--	--	--	--	--	--	--	--	--
Sanctioned by the Management / society or other authorized bodies recruited	--	--	--	--	--	--	15	--	--	--
Yet to recruit	--	--	--	--	--	--	--	--	--	--

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Lecturers		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent teachers							
D.Sc./ D.Litt.	--	--	--	--	--	--	
Ph.D.	3	3	--	--	--	--	6
M.Phil.	3	1	--	--	--	--	4
PG	12	3	--	--	--	--	15
Temporary teachers							
Ph.D.	--	--	--	--	--	--	--
M.Phil.	--	--	--	--	--	--	--
PG	--	--	--	--	--	--	--
Part-time teachers							
Ph.D.	1	1	--	--	--	--	2
M.Phil.	1	1	--	--	--	--	2
PG	15	14	--	--	--	--	29

22. Number of Visiting Faculty / Guest Faculty engaged with the college

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female

SC	71	29	86	33	59	38	61	32
ST	14	--	8	5	9	4	9	4
OBC	178	57	193	80	157	60	150	59
General	121	60	122	73	136	61	121	38
Others	--	--	--	--	--	--	--	--

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	-Nil-				
Students from other states of India					
NRI students					
Foreign students					
Total					

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a) Including the salary component

b) Excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

a) Is it a registered centre for offering distance education programmes of another University?

Yes No

b) Name of the University which has granted such registration

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes

No

28. Provide Teacher-student ratio for each of the programme/course offered

29. Is the college applying for

Accreditation: Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation *(applicable for Cycle 2, Cycle 3, Cycle 4 and re assessment only)

Cycle 1: 31st March 2007 (dd/mm/yyyy) Accreditation Outcome/Result A Grade

Cycle 2: _____ (dd/mm/yyyy) Accreditation Outcome/Result ____

Cycle 3: _____ (dd/mm/yyyy) Accreditation Outcome/Result ____

*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

232

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

204

33. Date of establishment of Internal Quality Assurance Cell (AQAR)

IQAC: 19-07-2007 (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i)	12- 08 -2009 (dd/mm/yyyy)
AQAR (ii)	16- 09 -2010 (dd/mm/yyyy)
AQAR (iii)	09- 08 -2011 (dd/mm/yyyy)
AQAR (iv)	03- 09 -2012 (dd/mm/yyyy)
AQAR (iv)	28-08 -2013 (dd/mm/yyyy)
AQAR (iv)	20-08 -2014 (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory / descriptive information)

In addition to regular academic programmes the college also have the following additional facilities for extension activities.

1. NCC & NSS
2. Teaching and Nonteaching welfare Trusts
3. Endowment prizes
4. Science, HEPA, Language clubs, Eco club, Red Ribbon Club
5. Seminar Hall

POST - ACCREDITATION INITIATIVES

The Bapatla College of Arts and Science, Bapatla founded in 1963 by Bapatla Education Society, Bapatla was in fulfilment of the long desire for higher education felt by the people of Bapatla and surrounding areas. The vision of the founders of this institution is to provide quality education to the people of Bapatla and surrounding areas most of whom are economically and socially backward. One of the objectives is to provide employment oriented quality education to the needed people.

Expansion, Enrichment, enhancement and extension of academic frontiers were the focuses of the Post-Accreditation period. The new courses, fresh approaches in teaching - learning methods, student's centric modern, advanced and ICT enabled teaching methods has improved the quality of education. The academic equipment of the faculty to meet the new learning needs reflected in the addition of doctorates in various departments. The college wears a new look with Language Lab, e-class room, Colorimeter, Conductometer, Potentiometer, Thin layer Chromatography Kit, P^H meter, Electronic weighing machine, Centrifuge in Chemistry. The college continues to attract students from all backgrounds and provides inclusive quality education that caters to their needs.

After the esteemed NAAC Accreditation, the Institution went ahead to implement the suggestions and recommendations of the Draft Report towards Quality Enhancement and Quality sustenance to provide some significant quality sustenance and enhancement measures as post accreditation initiatives.

Recommendations of the NAAC peer team of their visit:

The following recommendations were made by NAAC peer team in their visit,

- The curriculum offered needs to be enriched through the addition of language skills, Computing skills and other soft skills to ensure employability of the students.

- The Faculty needs to be further enthused to take up research activities through applying for Minor and Major Projects funded by UGC and other Governmental and Non-Governmental agencies.
- The science Laboratories may further be strengthened by adding additional modern equipment.
- The library automation and office automation need to be taken up and completed speedily to enhance the quality of support services extended by the administration to the students and other stakeholders.
- The Computers on campus may be networked and Internet facility may be provided to all the departments of the college.
- The college may explore the possibility of introducing more certificate/diploma courses and add-on programmes to increase employment opportunities keeping in mind the latest trends and societal needs.
- Access to computers and students support services like placement cell need to be strengthened. With the appointment of a fulltime qualified counselor the counseling guidance cell may evolve effective planning and suitable strategies for the benefit of the students.
- The staff being well qualified the college may train them in the use of computers to discharge their duties effectively.
- The self-appraisal and other appraisal mechanisms of teachers need to be formalized.

The Bapatla College of Arts and Science took the following initiatives according to the recommendation and the suggestions of NAAC as far as possible.

Criterion wise initiatives for NAAC recommendations

1. Language skills, computing skills and other soft skills to ensure employability of the students:

The college has conducted courses, seminars and workshops with eminent faculty to improve the Language skills of students mainly regarding English. Special interest has being taken by the staff to improve the computing skills and other soft skills of students by imparting latest trends and techniques.

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Short term courses are being conducted regularly in accounting package like Tally and in multimedia to improve the opportunities for employment. We are planning to design some more programmes to ensure employability of the students.

2. Minor and Major Projects:

The faculty continuing their research by applying projects to funding agencies like UGC. Four minor research projects had so far completed by the some of our faculty members.

- Dr. R.Sreenivasa Rao, Reader in Chemistry completed a minor Research project entitled “Development and validation of analytical techniques for the estimation of triptans from bulk samples, dosage forms and from dissolution fluids” worth of the project was Rs. 1,90,000.00 during 2011-2013.
- Dr. P. Premchandu, Reader in Library Science completed a minor Research project entitled “Quality services and user satisfaction of the users of Acharya Nagarjuna University Library, Guntur – a study” sum of Rs. 1,00,000 had sanctioned by UGC to do this project during 2011-2013.
- Sri. K.L.Swaroop, Lecturer in Physical Education did a project during 2011-2013 entitled “Effect of Pranayama and Transidental Mediation on pulse rate, Blood pressure and Vital capacity of Jawaharlal Technological University students” worth of Rs. 1, 00,000.00 sanctioned by UGC for this project.
- Dr.P.C.Sai Babu, Reader in Commerce did a minor research project entitled “Dual Control in Cooperative Urban Banks” worth of Rs. 1,00,000 sponsored by UGC.
- Dr. Ch.Atchyutha Rao, Lecturer in Physics sanctioned with a minor research project in Physics entitled “Rare earth doped alkaline sulphide phosphor” worth of Rs. 5,00,000 by UGC in 2013-14.

Strengthening of Science laboratories:

Science laboratories had been strengthening every year by procuring new equipment not only according to the curriculum but also to meet the requirement of research to some extent. These equipments are procured with the financial assistance of UGC. Thanks to the UGC for sanctioning grants and thanks to the management for taking interest for applying various schemes for the improvement of the college to impart quality education with hands on experience in the laboratories. Our college laboratories became stronger by procuring various equipment like, Colorimeter, Conductometer, Potentiometer, Thin layer Chromatography Kit, P^H meter, Electronic weighing machine, Centrifuge in Chemistry.

The library automation and office automation:

The office of the college is completely automated. Every section of the office is having system, printer with internet facility. Computers of all sections of office are connected on network. All the functions of the college like admissions, attendance, fees, and scholarships are well operated with the help of systems through the indigenous software developed by our staff member. This helping the college in fast and transparent administration or governers. The college is also hosting a web site www.bcasbapatla.ac.in. The website provides the details of courses offered by the college, admission procedure, fees structure, various proformas and admission lists. Systems in the office are provided with 3KV UPS with 5 Hrs back up to overcome power failure problems and to reduce utilization of Diesel for generator. We are planning to establish solar power unit as a source of energy. We have equipment to prepare identity cards. With the help of this machinery we are issuing identity cards for students quickly.

Library of the college is having many titles of text books, reference books, journals, CDs, DVDs with data etc. The library is automated. SOUL is the software being used in the library of the college. Systems with internet facility are also available to access for students and staff. Power back up

facility is also available in the library. Television facility with DTH connection is available in the library for students to get news updates.

Computers networking and Internet facility in the college:

All the departments of the college are provided with computers with 10 Mbps speed internet facility. All the computers on the campus are inter connected with fibre optics and UTP cable. This facility is well utilized by the staff members of various departments to get updated data in various subjects. The faculty is preparing e content of their teaching curriculum like PPTs, video lessons, digitized materials etc. The college also has Wi-Fi facility on the campus.

Certificate/diploma courses and add-on programmes:

At present the college is offering short term course in Tally. The college have applied for Career oriented Programmes sponsored by UGC in the twelfth plan in

- Communication Skills
- Travel and Tourism
- Yoga and Soft skills
- Journalism & Mass Communication
- Fish & Shrimp Culture
- Medicinal plants
- Electrification and Wiring
- Water analysis & Processing
- DTP
- E Commerce
- Taxation and Tally
- Banking
- Insurance and Risk Management
- Rural Banking
- Quantitative aptitude and reasoning

Training to the staff them in the use of computers:

Training was given to the staff of the office in computers to discharge their duties effectively. Many of the office staff undergone training in several programming packages like Tally. The staff is learned well how to use

computers in their field of work and discharging their duties effectively with the help of systems.

Self-appraisal mechanism of teachers is formalized

Different faculty members are also attending as experts and resource persons on some special topics to other institutions.

Faculty members are constantly exposed through workshops, Seminars and training sessions to new teaching-learning pedagogies, assessment tools, planning techniques and leadership styles to equip them to face the challenges posed by the present generation of students, The College ensures that the need of each level of the faculty is met by arranging programmes according to their specific need. They are also continuously updated in their own area of expertise.

The students and faculty keep pace with the recent developments in the various subjects by participating in Seminars, Project works, guest lecturers for students and teachers at College Level, State Level, National Level Seminars and teachers by attending Refresher Courses and Orientation Courses.

Besides these, the college management and the IQAC of the college always thinks, discuss and propose to take initiatives regarding the quality sustenance and enhancement measures for the benefit of the students of this area. They are always active to strengthen both the academic and infrastructural sides of the college in a phased manner.

CRITERION I: CURRICULAR ASPECTS

1.1 Goal Orientation

The Bapatla College of Arts and Science is a degree college located in a small coastal town of Bapatla in Guntur District of Andhra Pradesh. It is an aided institution affiliated to Acharya Nagarjuna University offering undergraduate courses.

The college was founded in 1963 by a voluntary organization named, the Bapatla Education Society. When the society desired to establish a seat of higher learning in Bapatla, which was a reflection of the long cherished desire of the people of this region, the philanthropic public responded enthusiastically and gave a fillip to the cause. Scores of farmers, merchants, advocates, educationists and the intellectual elite rose to the occasion by making modest but invaluable contributions. The Bapatla College of Arts and Science was born in 1963 and it started functioning with PUC, with 183 students.

With the sustained and selfless efforts of the members as well as the office bearers of the Bapatla Education Society, the college has grown from strength to strength. Today it has nearly 1390 students pursuing diverse programmes ranging from the traditional courses like B.A, B.Com and B.Sc to semi professional, career oriented courses in Computer Science and Electronics to meet the contemporary needs of the youth.

State the vision and mission of the institution.

The founding fathers of the college had the vision to foresee the educational needs of this academically backward region on one hand and on the other the transformation that higher education could bring about in their lives. Therefore, the vision and mission of this college is and has always been to make higher education an essential component of social – economic development of the individuals and

communities of this region. The college having been started with such socially and democratically inspired goal set for it number of objectives.

Vision:

The college motto is *Vidyaya amrutha masnuthe* which means through education one can achieve eternity. Bapatla College of Arts and Sciences will support its outstanding vision for development of people & Society.

Mission:

- The core objective of Bapatla College of Arts and Science is to fulfill the educational needs of its community, country and the globe.
- It will go on executing activities for further Development of society (community) in every way possible.
- The college will work out strategies to catch up with the spirit of community and the country in the global concept.
- Providing services to meet stakeholders' requirements by empowering the faculty with latest teaching and update skills.
- Enhance stakeholders' satisfaction through enriching laboratories, library, hostels and other facilities.
- Provide prompt, reliable and economic services.

1. Does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future etc.?

Yes, the mission statement amply reflects the institutions' concerns to address not only the needs of the society but also the academic traditions, value orientations and also its vision for future.

2. What are the goals and objectives of the college? How are they made known to the various stakeholders?

The goals and objectives of the college are,

1. To take higher education to the doorstep of common man especially those of small farmers, peasants, socially, economically backward communities of this region.
2. To promote quality education through competent instruction.
3. To enhance employable opportunities for students of this region by providing career oriented courses and thereby helping them to achieve economic self sufficiency and growth.
4. To enrich teaching ability and research of faculty the college is firmly committed to research and teacher training programmes and faculty development programmes.
5. To provide good infrastructure in a measure that will truly match its vision and mission.
6. To give a fillip to the efforts of women, SCs, STs and other disadvantaged groups of society in pursuing their academic goals.
7. To hold up discipline and peace in the college campus for worthwhile academic activity is possible.
8. To bring out self development of its students through their participation in sports, co-curricular and extracurricular activities.

Our goals and objectives are given wide publicity through college hand book, counseling at the time of admission, posters and college website.

3. What are the major considerations addressed to by the goals and objectives of the college? (Intellectual, Academic, Training, Access to the Disadvantaged, Equity, Self Development, Community & National Development, Ecology and Environment, Value Orientation, Employment, ICT introduction, Global Demands, etc.)

The broad spectrums of the objectives of the college do have bearing on all the needs of the students ranging from spiritual to sports. All the major considerations of a good institution should address itself to have been well taken care of.

i) Intellectual:

Our college has succeeded in creating an atmosphere where its students are kept intellectually vibrant and stimulated.

Besides imparting knowledge of the subject, students are encouraged and trained to participate in seminars, debates, group discussions, quiz competitions etc.

ii) Academic: The present day students are looking for not only quality education but also immediate utility. Therefore, the college has been offering diverse programmes with subjects like Computer Science and Electronics, so that the students will have more employment opportunities. The college also offers traditional courses such as B.A, B.Com, B.Sc with Mathematics, Physics, Chemistry, Botany, and Zoology.

iii) Access to the disadvantaged and equity: The institution has always believed in its social obligation to provide access to the disadvantaged to higher education. Consistent with this ideology as well as the reservation policy of the Government of Andhra Pradesh, disadvantaged groups like SCs, STs BCs, women and minorities have been provided with admissions. The college is maintaining two hostels, one for women and one for boys. The women's hostel provides accommodation to 700 students and the boy's hostel can accommodate 400 students.

iv) Training: Teacher training is a continuous process and it is essential to enhance the quality of teaching. Over years, the college has sent many lecturers to attend orientation/refresher courses, seminars both at the state and national levels, workshops and teacher training programmes.

v) Self development: If we want to make our students face up the challenges of 21st century, mere knowledge of the subject is not enough. They need an all round development. So the college has provided ample opportunities for the students to participate in sports, fine arts and other extra – curricular activities that help develop their personality.

vi) Community and National Development: We need skilled, healthy and intellectual human force to develop the community and the nation. The college will participate in several community development programmes like tree plantation, sanitation, health and nutrition, creation of awareness about AIDS, Hepatitis B, Dengue fever, Blood donation and traffic control etc. through its NSS, NCC, and Red ribbon club. For development of nation courses like Computer Science, Electronics and Multimedia are being taught.

vii) Ecology and Environment:

In our college students are being taught about the significance of environment. Our campus is maintained clean and green by the efforts of the volunteers of Eco club, NSS. Rain water harvesting pits are arranged in the campus to raise ground water table. Tree plantation is done. Solar energy panels are going to be installed very soon for non conventional energy source.

viii) Value Orientation: “A nation is only as strong as the integrity of its citizens”. Producing skilled individuals devoid of moral sense will be disastrous for any nation. Colleges should produce not only good technocrats but also good human beings. Therefore, the college took it on itself to inculcate the sense of social service among its students through NSS, NCC, Youth Red Cross and Red Ribbon Club. Students are also exposed to great moral values through extension lecturers, and study of literature.

ix) Employment: Undoubtedly employment is the prime need of any student. Most of the new courses have employment potential. There is also a placement cell in the college to guide students with regard to various employment opportunities. The college also conducts lectures on career guidance and personality development.

x) ICT Introduction: Information and Communication Technologies are effectively used by the college. Some of the computer based programmes and electronics include information and communication technologies. Apart from being part of the curricula ICT is used as a teaching tool. We have an e-Class room with LCD projector and internet facility which are put to good use.

xi) Global Trends: In an era of globalization the development of a country is invariably linked with the development of the world. Realizing this important need, the college has introduced many new courses that have components reflecting global trends. Courses like Computer Science, Electronics and even pure sciences like Chemistry have certain components like Polymer Chemistry and drugs and drugs intermediaries, the areas of study that meet global demands.

3. How are the institutional goals translated into the academic programmes, research and extension activities of the institution?

The institution offering UG courses as mentioned below,

Degree	No. of Programmes
B.A	1. History, Politics, Economics 2. History, Politics, Telugu
B.Com	1. B.Com General 2. B.Com (Computer Applications)
B.Sc	1. Mathematics, Physics, Chemistry (EM&TM) 2. Chemistry, Botany, Zoology (EM & TM)

	3. Computer Science, Mathematics, Physics 4. Computer Science, Mathematics, Statistics 5. Computer Science, Mathematics, Electronics 6. Computer Science, Mathematics, Multimedia
BCA	1. Mathematics, Management, Introduction to Computers.

Our teaching staff is encouraged to attend various academic improvement programmes like Orientation Courses, Refresher Courses, short term courses, workshops to update their knowledge. Staff participation in the above programmes detailed below,

Sl.No	Name of the Staff member	Department	Development programme	Year
1.	Ch.Manikya Rao,	Mathematics	FDP	2007
2.	N.Tyaga Raju,	English	FDP	2010
3.	K.Jaya Prasanthi	Chemistry	FDP	2010
4.	M.Luther	English	Refresher Course at Academic Staff College, SVUniversity, Tirupati	2008
			Refresher Course at Academic Staff College, SVUniversity, Tirupati	2010
			Refresher Course at Academic Staff College, SVUniversity, Tirupati	2010
5.	Ch.Manikya Rao	Mathematics	Refresher Course	2010

			at Andhra University	
6.	Ch.Manikya Rao	Mathematics	Refresher Course at Andhra University	2011
7.	Ch.Manikya Rao	Mathematics	Short term course in Mathematics	2013
8.	Ch.Manikya Rao	Mathematics	Short term Course in Information Technology at Andhra University	2014
9.	K.Naresh Kumar	Physics	Short term Course in Information Technology at Andhra University	2014

Research activity is well encouraged in our institution. Our staff members are doing their research work. Eight members of our teaching staff got their Ph.D degree, three got M.Phil degree and four are pursuing their Ph.D. Minor research projects are also being done. The details are,

Name	Title of the project	Sponsored by	Year
P.Sreenu, II B.Sc Student	“Development and validation of analytical techniques for the estimation of Naratriptans, Sumatriptans from bulk samples and dosage forms”	Indian Institute of Science, Bangalore.	2012-2015

Dr.R.SreenivasaRao Reader in Chemistry	Completed a minor project entitled “Development and validation of analytical techniques for the estimation of triptans from bulk samples, dosage forms and from dissolution fluids”	UGC	2011-13
Dr.P.PremChandu Lecturer in Library Science	Minor project entitled “Quality services and user satisfaction of the users of Acharya Nagarjuna University Library – a study”	UGC	2011-13
Sri.K.L.Swaroop, Lecturer in Physical Education	UGC minor project entitled “Effect of Pranayama and Transcendental Meditation on pulse rate, Blood pressure and vital capacity of JNTU students”.	UGC	2011-13
Dr.Ch.Atchyutha Rao Lecturer in Physics.	Working on a UGC sanctioned minor research project worth of Rs 500000/-	UGC	2014

Our NCC and NSS units are participating in several social and rural development activities, awareness programmes and also blood donation camps.

1.2 Curriculum Development

1. Specify the steps undertaken by the institution in curriculum development process. (Need assessment, development of information database from faculty, students, alumni, employees and academic experts, and formalizing the decisions in statutory academic bodies.)

Ours is an affiliated college having no autonomous status with regard to designing or modifying curriculum. Curricular changes are often brought about by the University and at times, the Andhra Pradesh State Council for Higher Education. However, the senior faculties of our college have served on the Boards of Studies of their respective faculties making suggestions / recommendations to effect curricular changes.

2. State specifically the curricular design and model adopted by the college in the organization of its curricula. What system does the institution follow: Annual / Semester / Trimester / Choice Based Credit System (CBCS)?

The college follows the curriculum designed by the University to which the college is affiliated. Annual system has been followed.

3. How are the global trends in higher education reflected in the curriculum?

Several new subjects like Computer Science, Electronics, multimedia introduced according to global trends.

Subject	Trends
1. Computer Science	- MS-Office, C++, Data Structures, VC++, RDBMS (Oracle), Multimedia, web designing
2. Electronics	- It's a key subject that has direct bearing on communications.
3. Chemistry	- Polymer-Chemistry drugs and drugs intermediaries.
4. Commerce	- Hardware, Software, Data Processing Systems, Windows, MS-Word, Lotus.

5. English - Communication Skills.

4. How does the institution ensure that the curriculum bears some thrust on national development?

Subjects like Computer Science, Electronics are part of core technologies. The study and development of these technologies will create knowledge society which will lead to transformation in respect of education, healthcare, agriculture, communications and governance which in turn will contribute to employment generation, high productivity and rural prosperity and, in one word, national development.

5. What are the contributions of the institution in curriculum design? and development of the various programmes? (Member of BOS / by sending agenda items etc..)

Mention has been made with regard to the role of the senior members of various departments in curriculum design and development. Many of our senior faculty members served on their respective Boards of Studies and effected curricular changes. Presently the following member of our college in Board of Studies.

Smt.M.Sarah Niveditha, Principal

Member in PG Academic Senate (English)

6. What are the interdisciplinary courses introduced during the last five years?

B.Sc - Mathematics, Computer Science,
Multimedia.

7. What value added courses are introduced which would

(a) Develop Skills.

(b) Offer Career Training.

(c) Promote Community Orientation?

Knowledge, skills and training provided in some of the courses will not only enhance the employable opportunities for students but also help them set up their own industry. Course – wise career and employment options are given below.

Sl.No	Name of the Course	Area of Study	Skill Career Employment Options
1.	Zoology	-	Employable as Lab Assistants.
2.	Chemistry	Polymer Chemistry Drugs and Drugs Intermediaries	Employable in Industry.
3.	Computer Science	MS-Office, C++, VC++, RDBMS	DTP & Other software related jobs.
4.	Electronics	-	Jobs in software industry
5.	English	Communication Skills	Communication / Soft Skills have global demand. They make a big difference to one's employment / career and upward mobility.

8. What percentage of the courses focus on experiential learning including practical and work experience?

All the science programmes focus on experiential learning by way of providing practicals / work experience. Both in traditional science subjects like Physics, Chemistry, Zoology, Botany and the new career oriented combinations like Computer Science, Electronics practical experiments / lab work is done on a regular basis. Our labs and the work culture thereof is the pride of the college.

9. Is there a provision for incorporating computer training in curriculum for all students?

Yes.

10. What are the courses aiming to promote value education?

Programmes included for the study of B.A are related to humanities like languages, History, Politics and Economics. Value education is provided to students through these disciplines. Hindi language which is an optional subject for I & II degree students, Contemporary India, Environmental Studies, Science and Technology Development are compulsory for I & II degree students respectively serve as good media for value education. A special paper on ‘Value Education and Professional Ethics’ has been introduced for all I and II year degree students from the academic year 2013-14.

11. What thrust is given to ‘Information Communication Technology’ in the curriculum for equipping the students for global demands?

Realizing the importance of information communication technology, which encompasses all branches of knowledge, ours was one of the few colleges that came forward to introduce new courses such as B.C.A and B.Sc (Multimedia).

Apart from the regular I.T related courses like B.Sc Computer Science, Computer Education was included in B.Com Degree.

1.3 Programme Options.

1. What are the ranges of programme options available to learners in terms of Degrees, Certificates and Diplomas? Give the cut off percentage for admission at the entry level.

The college offers a variety of programme options for learners.

The courses offered are as follows.

UG/PG	Degree	No. of Programmes
UG	B.A	1. History, Politics, Economics 2. History, Politics, Spl.Telugu 3. History, Politics, Spl.English
UG	B.Com	1. B.Com General 2. B.Com (Computer Applications)
UG	B.Sc	1. Mathematics, Physics, Chemistry (EM&TM) 2. Chemistry, Botany, Zoology (EM & TM) 3. Computer Science, Mathematics, Physics 4. Computer Science, Mathematics, Statistics 5. Computer Science, Mathematics, Electronics 6. Computer Science, Mathematics, Multimedia
UG	BCA	1. Mathematics, Management, Introduction to Computers.

35% percentage of marks in intermediate course is the minimum marks required to join UG courses. Admissions into PG courses are done through common entrance test of ANU.

2. What programmes are offered for employees / professionals in terms of training for career advancement?

Tally Accounting Course. This training programme will be conducted every year for career development. This training programme is conducted by Commerce department. Many students we undergo training in Tally.

3. Does the college provide twinning programme? Give details?

A Tally Accounting Course has been offered to students and un-employed youth with the collaboration of Andhra Bank Institute of Rural Development and department of Commerce.

4. What programmes are available for international students?

Nil

5. Does the institution make use of internet for transacting educational programme? Has the institution developed any educational package for the students' use?

Yes, Internet has been used in the college. It is used for collecting, updating and downloading information needed by students. Some of video lessons, power point presentations and notes are available on the college website.

6. Does the institution offer any self – financing programmes in the institutions? If yes, list them.

The College offers the following self – financing courses.

Courses:

1. B.Com - Computer Applications (EM)
2. B.Sc - Mathematics, Physics, Chemistry (EM)
3. B.Sc - Chemistry, Botany, Zoology (EM)
4. B.Sc - Computer Science, Mathematics, Statistics (EM)
5. B.Sc - Computer Science, Mathematics, Physics (EM)
6. B.Sc - Computer Science, Mathematics, Electronics(EM)
7. B.Sc - Computer Science, Mathematics, Multimedia (EM)
8. BCA - Introduction to Computers, Mathematics, Management.

1.4 Academic Flexibility.

1. Does the institution provide flexibility to pursue the programme with reference to the time frame (flexible time for completion)?

The institution has no choice in this regard. In matters of admission and continuation of any programme it follows rules laid down by the University. The University doesn't allow any flexibility with reference to time frame in pursuing any programme.

2. Does the institution have any provision for slow and disadvantaged learners? If yes for what courses?

Yes. As has been mentioned elsewhere the institution takes up remedial measures like taking additional classes and study periods to help slow and disadvantaged learners. This procedure is adopted for all courses.

3. How does the college distinguish between slow and advanced learners? Explain how additional help is provided to the slow learners to cope with the programme? How are the advanced learners facilitated to meet the challenges?

Slow and advanced learners are identified through periodical examinations and class room interaction by the teacher.

Additional help is provided to slow learners by undertaking remedial classes.

Advanced learners are encouraged and guided to do the following.

1. To have higher goals.
2. To make further study on the subject (Reference Books).
3. To participate in seminars.
4. To do projects.
5. In case of language and literature students, improvement of speaking and writing skills is suggested.

4. Does the institution provide flexibility to the students to move from one discipline to the other?

Once again the institution has no choice to allow students to move from one discipline to the other. However the student is allowed to change his programme before the last date of admissions stipulated by the University.

5. Does the institution provide facilities for credit transfer, if the students migrate from one institution to another institution in or outside the country?

Provision of transfer of credits in case of students migrating to other institutions from this college is done by the University.

6. Does the institution provide (a) Core Options (b) Elective Options?

Yes. The institution provides both core options and elective options.

Core Option.

Elective Option.

At present the elective option is made available only in economics paper – III of III B.A. The options are:

1. Public Finance.
2. Economic Statistics.

7. Does the institution provide the flexibility of combining the conventional and distance mode of education for students to make use of the combination of courses they are interested in?

There is no flexibility of combining the conventional and the distance mode of education. Study of all courses are regular and in the conventional mode only.

1.5. Does the institution make use of internet for transacting educational programme? Has the institution developed any educational package for the students' use?

Yes, Internet has been used in the college. It is used for collecting, updating and downloading information needed by students. Some of video lessons, power point presentations and notes are available on the college website.

1.6 Feedback Mechanism

1. How does the institution obtain feedback from?

a) Students

- b) Alumni**
- c) Employer**
- d) Community**
- e) Academic Peers**
- f) Industry**

Are the feedbacks collected and transmitted to the University for consideration? If yes, give details.

The institution obtains feedback from the following sources by getting their answers / impressions on the questions circulated to them in the form of questionnaires. Feedback is collected annually from

- a) Students
- b) Parents
- c) Alumni

The feedback collected is not transmitted to the University. It is used only for the development of college.

2. How are the feedbacks used for significant changes in the curriculum?

The questionnaires meant for getting feedback cover areas like usefulness of academic content.

There is a separate questionnaire to get feedback on the overall rating of programme of study by students. This will have some bearing on curriculum changes. The senior members of the faculty who serve on the board of studies will make appropriate recommendations basing on such feedback from the students.

**3. Which courses had major syllabus revision during the last five years?
(With change in title and content)**

The following new common subjects are introduced for the first, second and third year B.A, B.Com and B.Sc courses from the academic year 2008-09.

First Year

1. Foundation Course: Contemporary India: Economy, Polity and Society.

Second Year

1. Environmental Studies.
2. Office Automation Tools (Computer Skills).

Third Year

1. Foundation Course: Science, Technology and Development.
- Value education courses are also introduced to all first and second year degree students from the academic year 2013-14.

4. What are the quality sustenance and quality enhancement measures under taken by the institution during the last five years in curricular aspects?

To provide quality education is one of the prime objectives of the institution. Many of its lecturers are benefited by various programmes of faculty improvement. Lecturers have attended seminars both at the state and national level, pursued / pursuing Ph.D / M.Phil. Published articles and participated in Teacher Training Programmes. Since quality enhancement is an ongoing process, our teachers are utilizing every opportunity and making their best efforts to enhance quality of their teaching.

5. What best practices in ‘Curricular Aspects’ have been planned and implemented by the institution?

The best curricular practices planned and implemented are as follows.

1. Preparation of Annual Academic Plans.
2. Teaching / Lesson Plans & Synopses.
3. Offering instruction on regular basis.
4. Working more no. of days than stipulated by the University. As per the University rules an affiliated college should work 180 days where as our college works nearly 232 days.

5. Insisting on 75 per cent attendance of the students to classes and 90 per cent to practicals.
6. Conduct of examinations and evaluation on a regular basis. The college earned a reputation of being a copying – free center in the whole district.
7. The system of counseling by teacher guardians.
8. Implementing remedial measures for the benefit of slow / disadvantaged learners.
9. Periodical staff meetings both at the departments and college level to review, discuss all academic aspects so that appropriate decisions are taken.
10. Encouraging and implementing innovative techniques in teaching.
11. Fixing accountability to staff members for the success rate of the students.
12. Providing necessary infrastructure to help the academic activity run smoothly and successfully.

CRITERION - II - TEACHING - LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1. How does the college ensure publicity and transparency in the admission process?

I. Publicity

a) Prospectus.

Prospectus with detailed information and Instructions is issued along with the application form at the time of admission. This enables the student to know the availability of programmes, fee structures, etc. This helps them to select the programme of their choice.

b) Institutional Website

- Information about the courses available, their features and details of the admission process is uploaded on the college website, www.bcasbapatla.ac.in and it is periodically upgraded.
- Apart from this, while introducing self-financing programmes like B.Com (CA), B.C.A, B.Sc (Multimedia) wide publicity through pamphlets over the town was given.
- Our Teacher Coordinators also personally counsel students and parents having doubts and queries about newly introduced courses. This has benefited especially parents who were unaware about content and current value of new programmes.
- Parents' meetings are also one important mode of disseminating information.

II. Transparency in admission:

- The applications received from the students are sorted and merit list is prepared.
- Merit lists for each of the programmes is displayed and date of admission will be announced
- Admission procedure is done in accordance with the University norms.

Transparency is the prime concern of the college. The admission committee with senior teaching staff will take care of admissions to Degree Programmes in Science, Arts and Commerce. The committee ensures that the admissions are done strictly as per the University rules.

2.1.2. Explain in detail the criteria adopted and process of admission.

- The application forms received are scrutinized and merit lists are prepared.
- Merit lists for each of the programmes is displayed and date of admission will be announced
- Admission procedure is done in accordance with the University norms.
- In faculty of Arts and Science, students are admitted on first come first serve basis.

S.No	Reservation category	% of seats allocated
1.	SC	15
2.	ST	06
3	BC-A	07
4.	BC-B	10
5.	BC-C	01
6.	BC-D	07
7.	BC-E	04
8.	PHC	03
9.	NCC	02
10.	Games & Sports	02
11.	Women	33
12.	Ex-Service	03

2.1.3. Give the minimum and maximum percentage of marks for admission at entry level for each of the programme offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

For getting admission into various courses the student must have passed the qualifying exam (Intermediate) with minimum 35% marks. Table appended below shows the lowest and highest marks obtained by the students in the qualifying examination who were admitted by us in various group.

2010-2013 Minimum and Maximum percentages

	Group	Lowest %	Highest per centage			
			2010-11	2011-12	2012-13	2013-14
1.	History, Politics, Economics	35%	78.5%	71%	69.5%	77.5%
2.	History, Politics, Telugu	35%	83.7%	77%	83.2%	80.7%
3.	History, Politics, Spl.English	35%	87.7%	80%	85.2%	87.4%
4.	B.Com General	35%	82.4%	85%	87.7%	88.5%
5.	B.Com (Computer Applications)	35%	84%	80.3%	81.6%	83.8%
6.	Mathematics, Physics, Chemistry (EM&TM)	35%	94.5%	91%	98.2%	96.8%
7.	Chemistry, Botany, Zoology (EM & TM)	35%	-	86.4%	85.4%	76.9%
8.	Computer Science, Mathematics, Physics	35%	88.8%	90.5%	89.3%	92.8%
9.	Computer Science, Mathematics, Statistics	35%	81.1%	89%	81.2%	91.3%
10.	Computer Science, Mathematics, Electronics	35%	86.1%	80.4%	83.4%	95.6%

11.	Computer Science, Mathematics, Multimedia	35%	-	-	-	87.7%
12.	BCA	35%	76.1%	69.6%	89.3%	65.1%

2.1.4. Is there a mechanism in the institution to review the admission process and Student profiles annually?

Yes, the college has an admission committee with senior faculty. This committee will look after the admissions and their review. The college will maintain the individual profiles of the students and also monitor their progress regularly. It has resulted in getting an opportunity to study higher education to the students of disadvantaged sections of the society.

2.1.5. Reflecting on the strategies adopted to increase / improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion

- a) SC / ST
- b) OBC
- c) Women
- d) Differently abled
- e) Economically weaker sections
- f) Minority community
- g) Any other

The institution ensures equity and wide access to education to students belonging to various socio- economic and cultural backgrounds. Adhering to the University norms, the college promotes education for all.

a) SC / ST:

Reservation policy of Govt. of A.P is strictly followed while preparing merit lists for granting admissions. Scholarships are granted by the Government for the weaker sections of the society for their education.

b) OBC:

Reservation policy of Government of A.P is followed during the admission process. The percentage of reservations for OBC students is strictly followed and scholarships are brought to the notice of students.

c) Women:

More than 39% of the candidates admitted are girl student. Hence their participation in all academic and extra-curricular activities is equal and even more than that of boy students of the college. Women Development Cell, Grievance Cell, Women harassment Prevention Cell are there in the college to support. More number of lady teachers has made the atmosphere free (from gender bias) and open.

d) Differently abled:

Handicapped students are admitted as per Reservation policy and given assistance during examination.

e) Economically Weaker Sections:

EBC scholarships are given to the eligible students as per the rule. Students are allowed to avail Fee Reimbursement scheme sponsored by Government of Andhra Pradesh.

f) Minority community:

Reservation policy of Government of Andhra Pradesh regarding admission of minority communities is strictly followed during the admission process.

g) Any other (Specify):

- Information about various scholarships, merit scholarships, endowment prizes will bring to the notice of students. Teaching and nonteaching staff will explain how to get those scholarships and guide the students whenever required.
- Alumni association of the college will pay fees of some students who are from economically disadvantaged families and unable to pay.
- Principal and faculty members also help the students at personal level.
- Deserving and economically disadvantaged students are issued books.
- Needy students are given concession in fees and the facility to pay in installments.

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2.1.6 Provide the following details for various programmes offered by the Institution during the last four years and comment on the trends. i.e. reasons for Increase / decrease and actions initiated for improvement.

Details of various programmes offered by our institution in the last four years are,

Degree	Programmes	No. of students joined			
		2010-11	2011-12	2012-13	2013-14
B.A	1. History- Politics- Economics	36	27	24	22
	2. History- Politics- Spl.Telugu	20	20	20	20
	3. History- Politics- Spl.English	20	20	20	20
B.Com	1. B.Com General	205	222	200	200
	2. B.Com (Computer Applications)	29	34	40	28
B.Sc	1. Mathematics- Physics- Chemistry (EM&TM)	104	105	73	104
	2. Chemistry- Botany- Zoology (EM & TM)	15	46	52	46
	3. Computer Science- Mathematics- Physics	47	51	47	47
	4. Computer Science- Mathematics- Statistics	24	32	24	24
	5. Computer Science- Mathematics- Electronics	35	40	36	36
	6. Computer Science- Mathematics- Multimedia	-	-	-	15
BCA	1. Mathematics- Management- Introduction to Computers.	40	44	27	16

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently abled students and ensure adherence to government policies in this regard?

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- As per the Government and university norms admissions are given for these students.
- They are assisted in getting the financial assistance from government agencies in the form of scholarships and fee reimbursement.
- The college will help in getting concessional travelling bus passes by arranging bus pass issue counter in the college campus itself.
- They are provided with Ramp.
- Classes are conducted in ground floor.
- Separate toilets are provided.
- Separate drinking water facility is provided.
- Additional time is given during examinations as per the university norms.

2.2.2. Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes, the institution assess the student in terms of knowledge acquired through the Marks scored by the students in the previous examination are the only criterion for student's assessment before admitting them. Eligibility criterion given by the University is to be followed while admitting students into various programmes. Teachers use to interact and conduct tests to assess their knowledge. These class tests help in identifying the slow, medium and advanced learners.

2.2.3. What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice?

- 1) Students are given Orientation about the programme they have selected.
- 2) Bridge courses are conducted for the students to fill up knowledge gap.
- 3) Continuous evaluation of students by teachers, provision of study material in terms of notes, conduction of remedial course and additional

assignments for those showing poor performance etc. also helps to bridge the knowledge gap of the enrolled students.

4) The students from science and Arts joining B.Com and B.C.A courses are given special coaching on basics of commerce and accountancy.

2.2.4. How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.

Sensitization of students on issues of social relevance always given priority by the institution. Several of programmes are organized for sensitization of students through various associations like NCC, NSS, Red ribbon club, Eco Club etc.,. Lectures of eminent personalities, Essay Competition, Elocution Competition etc. are organized for the same. Similarly, through subjects like Ethics and Human values (Foundation course), staff and students are sensitized towards socially relevant issues.

2.2.5. How does the institution identify and respond to special educational / learning needs of advanced learners?

- The subject teacher identifies the advanced learners through regular interactions with students in class room and through conduct of internal examinations.
- Advanced learners are made as team leaders for various curricular, co curricular and extracurricular activities.
- Intensive coaching is also provided to these students.
- Advanced learners are given additional work like projects, and career counseling.
- Meritorious students from final year are encouraged to solve University question papers and these are assessed by individual subject teachers.
- They are being encouraged by giving cash prizes and awards.
- Teachers play the role of mentors in improving the academic achievement of these students.

2.2.6. How does the institute collect, analyze and use the data and information on the academic performance of the students at risk of drop out?

Information regarding the academic performance of the students at the risk of drop-out is obtained through the evaluation of students' performance in the monthly test and midterm examinations of the first half of the academic year. Personal as well as academic counseling is provided to these students to motivate them to pursue their education. Along with this remedial coaching and assignments are also provided for these students. The parents of these students are consulted and they are made aware of their wards performance and further parents are also counseled to participate in their wards academic process.

Students facing financial problems who are at the risk of drop-out are provided financial help by the institution.

2.3 Teaching-Learning Process:

2.3.1. How does the college plan and organize the teaching, learning and evaluation schedules?

- The Principal of the college conducts staff council meeting on the first day of the academic year to discuss and plan the activities for the year.
- Every year college prepares academic calendar. On the basis of this calendar, teaching schedule is prepared (204 teaching days).

Time Table: Class-wise and lecturer-wise time table is prepared at the beginning of the year. It is displayed on the college notice board. A copy of the time table is supplied to HOD of concerned departments.

- Incharges of various departments convene departmental meetings in their respective departments to discuss and plan the schedule of the departmental activities for the current academic year. Allotment of papers, workload and departmental time-table etc, are also discussed and finalized.

Teaching plan: The teachers of all departments prepare the annual and monthly teaching plans for the subjects allotted to them and submit to the

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HOD with in a period of one week of the beginning of the academic year.

A copy of the teaching plan is submitted to the principal also.

- The teachers take the classes as per the work-load assigned to them and maintain teaching diaries and attendance registers of students.

Evaluation Blue Print:

- Students are sensitized on evaluation blue print viz. Examination schedules of unit tests, terminal tests, pre-final tests, university annual examinations and scheme of marking etc are informed to the students well in advance by way of circulating notices in the class rooms and display on the college notice board.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

The college IQAC plays a vital role in improvement of quality and achieving excellence in both academic and administrative aspects.

- At the beginning of every year IQAC provides academic calendar and action plan for the academic year.
- It also facilitates students to know the schedule of Monthly exams, pre-final exams etc. for efficiency in the teaching learning process.
- The IQAC encourages the use of Audio-visual aids in the classrooms.
- Similarly teachers are also encouraged to use library-books, journals, magazines etc. to enhance the teaching learning process.
- Organization of academic activities like guest lectures, competitions and programmes for students and teachers with the help of concerned committee.
- Encourages research activities.

2.3.3. How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- Modern teaching aids, PPTs, e contents and internet are provided to acquire more information.
- Maps, models, charts, posters and diagrams are also used to make learning interesting for the students.
- Academic and interactive activities like individual and group presentations using power point, sharing library resources etc. helps in making the teaching learning process more students centric.
- Promoting participation of students in cultural and sports events and also in conferences organized not only in the college but also in other colleges.
- Students are given individual/group projects and assignments to help them understand the subject in detail.
- Group discussions to develop inter personal skills.

These activities help to encourage interactive, collaborative and independent learning.

2.3.4. How does the college nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The following measures are adopted by our institution for nurturing and promoting critical thinking, creativity and scientific temper among students to transform them into life-long learners and innovators.

- The students are involved in a small individual projects and group discussions on a current topic of scientific importance.
- To develop critical thinking and scientific temper among students, various departments organize Essay writing, Elocution, Debate, Quiz, Rangoli (for girls) competitions on various issues.
- We also encourage students for departmental publications as well as college magazine. Students are encouraged to participate in District, State and National level cultural activities.
- Through our NCC, NSS, Red Ribbon Club, Eco club students are motivating to participate actively in the programmes like clean and green,

tree plantation in the college campus, AIDS awareness, consumer awareness, pollution control etc.

- NCC activities also develop a sense of social work and discipline among the student community.

2.3.5. What are the technologies and facilities available and used by the faculty for Effective teaching?

The institution has the following facilities to be used by the faculty for effective teaching.

- ample number of books in library
- e-magazines and Journals
- On-line journals.
- LCD for effective teaching.
- ample number of CDs, DVDs in the library
- access to internet
- newspapers
- Periodicals, etc.

2.3.6. How are the students and faculty exposed to advanced level of knowledge and skills?

The students and faculty are exposed to advanced level of knowledge and skills.

- Teachers, through availability of reference books and journals and other reading material attain advance level knowledge.
- Orientation, Refresher and short term Courses organized by UGC are specifically helpful in knowledge advancement in a particular subject or in general too.
- Teachers participate in conferences, workshops and seminars organized by the college as well as those organized by other institutions. This helps in gaining knowledge and skills in their area of specialization.

- Expert and guest lectures are arranged by inviting eminent academicians to expose our faculty and students to advance level of teaching and learning.

2.3.7. Detail on the academic, personal and psycho-social support and guidance services provided to students?

- All teachers participate in academic, personal and psycho-social support through counseling.
- A faculty member is appointed as ward counselor for each class to provide guidance and counseling in academic and other matters.
- Special counseling sessions are conducted by inviting counseling psychologist during examination periods to reduce stress and anxiety among students.
- Career guidance lectures are conducted through career guidance cell to guide the students in the matters of higher studies, career options and career development.
- Counseling is given by the staff for slow learners to come up in academics on par with others.
- The college has a system of appointing class teachers. These class teachers play the role of mentor of the students. If any student encounters problem, they are free to approach the class teachers. Teaching faculties in general provide constant support and guidance in day-to-day activities.

2.3.8. Provide details of innovative teaching approaches / methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative teaching methods adopted by teaching staff are,

- PPTs
- Video lessons

- Providing material
 - Information from Internet
 - Class room seminars
 - Student organized seminars
 - Feedback from students
 - Field trips
 - News papers / Journals
-
- The faculty is encouraged for paper presentations, publications, participation in conferences so as to provide an exposure in their respective subject areas.
 - Teachers are also encouraged to participate in refresher courses organized by UGC-ASC.
 - Teachers are also encouraged to make use of Information Communication Technology (ICT).
 - More participation of students in learning process has been brought into practice through presentations, quiz competitions, writing on current issues in departmental publications etc.

2.3.9. How are library resources used to augment the teaching-learning process?

The curriculum and teaching methods in the college require both intensive and extensive use of the materials in the Library. Keeping in view its essential role, the Library is being constantly enriched by the acquisition of latest books and journals. Availability of all kinds of reading material, e-resources, internet in library, audiovisuals, maps, etc. encourage and help them to students and faculties to develop reading habit, learning and writing skills. This helps the Library to keep in pace with changing times and to further the advancement of the academic endeavors of the college.

2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Since the unit plans are prepared well in advance and their implementation is strictly monitored, the institution does not face any challenge in completing the curriculum within the planned time frame and calendar.

But in the current (2013-14) year we faced some disturbances for class work due to massive agitations made by various groups in connection with *Samykyandra* movement. However we came over this problem by holding extra classes every day with the heartfelt cooperation of our teaching staff. Classes were conducted even on Sundays also.

2.3.11. How does the institute monitor and evaluate the quality of teaching learning?

The institution adopts various mechanisms to monitor and evaluate the quality of teaching learning.

- Regular departmental meetings with Principal are conducted.
- Principal goes rounds during teaching hours to monitor the teaching quality.
- The suggestion box placed near the college office wherein students write about their experiences of the teaching-learning process.
- Feedback is obtained from students and Student Council about teachers with regard to the teaching-learning process.

All these efforts help to monitor and evaluate the quality of the teaching-learning process.

2.4 Teacher Quality:

2.4.1. Provide the following details and elaborate on the strategies adopted by the college in planning and management of its human resource to meet the changing requirements of the curriculum.

To meet the changing requirements of the curriculum, the college encourages its teachers to enroll for various faculty development programmes like Research, Orientation courses, Refresher courses, Workshops, State, National and International level seminars. The college also encourages the staff to apply for Minor Research Projects etc.

2.4.2. How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes / modern areas of study being introduced? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

We have qualified and dedicate faculty. The qualification details of the faculty are as follows,

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
Ph.D					5	3	8
M,Phil					4	1	5
P.G							
D.Sc/D.Litt.							
Temporary teachers							
Ph.D					1	1	2
M,Phil					1	1	2
P.G							
Guest lecturers							
Ph.D					6	2	8
M,Phil					2	2	4
P.G							

To meet the growing demand to teach new programmes, our staff will more concentrate on new programmes, do attend workshops, symposiums, seminars etc. College has organized three workshops on syllabus change in the last four years. In addition to this advertisements are published in leading newspapers every year for faculty on adhoc basis to teach new programmes and candidates are selected on merit basis. The institution being situated in rural area and, here the problem of scarcity of qualified faculty commonly arises. Many times, senior and well-qualified

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faculties being professionals do not get enough time, at such times they are appointed as visiting faculties.

2.4.3. Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

- a) The following Staff had participated in the following development programmes.

Sl.No	Name of the Staff member	Department	Development programme	Year
1.	Ch.Manikya Rao,	Mathematics	FDP	2007
2.	N.Tyaga Raju,	English	FDP	2010
3.	K.Jaya Prasanthi	Chemistry	FDP	2010
4.	M.Luther	English	Refresher Course Refresher Course Refresher Course	2008 2010 2010
5.	Ch.Manikya Rao	Mathematics	Refresher Course at Andhra University	2010
6.	Dr.P.PremChandu	Librarian	Refresher course on “Disaster Management” at ASC, Andhra University.	2010
7.	Ch.Manikya Rao	Mathematics	Refresher Course at Andhra University	2011
8.	M.Luther	English	Attended ELF Retraining programme at Govt. Degree College for	2012

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			Women, Guntur organized by CCE, Andhra Pradesh	
9.	Ch.Manikya Rao	Mathematics	Short term course in Mathematics	2013
10.	Ch.Manikya Rao	Mathematics	Short term Course in Information Technology at Andhra University	2014
11.	K.Naresh Kumar	Physics	Short term Course in Information Technology at Andhra University	2014
12.	K.Srinivasa Rao	Physics, NSS Programme Officer	NSS orientation at ANU	2013

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- At the beginning of every academic year, induction training programme is organized for newly appointed teachers.
- Handling new curriculum – Teachers gain exposure to the new curriculum through workshops, symposiums, seminars and reference books.
- Content/knowledge management - Use of library, Internet, Information and Communication Technology tools and e - journals are utilized for Content/ Knowledge management.

- Selection, development and use of enrichment materials: Through project work, book review, paper presentations, subjects relating to course the study materials are enriched and developed.
- Assessment: The teachers fill in the self assessment forms regularly which are forwarded for further action. The students provide their feedback on the teaching learning process in the prescribed feedback form. The forms are further analyzed by the Principal and corrective measures are suggested wherever necessary.
- Cross cutting issues: Eminent speakers and personalities from various fields are invited for Seminars and Talks on cross cutting issues like gender equality, environmental related issues.
- Audio Visual Aids/multimedia: Teachers and students make use of Audio visual aids such as OHP and Laptop and LCD for presentations.
Programmes on computer literacy are organized to keep the teachers updated on the latest trends.

Teaching learning material development, selection and use: The institution organizes Faculty Development Programmes every year not only to enhance the teaching methodology of the teachers but their overall personality which will thus help enhance the teaching learning process. Guest lectures by experts in various subjects are arranged for all students and staff.

Programmes on communication skills are also organized for teachers as well as for students.

c) Percentage of faculty:

Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies 11.11% participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies 100% Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies 90%.

2.4.4. What policies / systems are in place to recharge teachers?

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- The Library is enriched with internet, e-resources and printing.
- Teachers are relived for orientation and refresher courses.
- Teachers attending various National and International conferences are given as 'On Duty'.
- The faculty members are encouraged to take up minor and major research projects and Academic Publications.
- The Research Committee encourages faculty members to take up research work for paper presentation and publications.
- Faculty members can also avail study leave for their research.

2.4.5. Give the number of faculty who received awards/ recognition at the State, National and International level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Some members of our faculty

Name of the staff member	Designation	Recognition
Dr.P.C.Sai Babu	Reader in Commerce	Broad Out Look Teacher award by Air India for the year 2008.
Dr.P.PremChandu	Lecturer in Library Science	Recognized as "Best NCC Officer" in the NCC Group, Tenali for the year 2009.
Dr.P.PremChandu	Lecturer in Library Science	Recognized as "NCC Officer with outstanding performance" in the NCC Group, Tenali for the year 2010.
Mr. K.L.Swaroop	Lecturer in Physical Education	1. Indian society of Sports scientist, Varanasi conferred Life membership for outstanding performance in Sports and Physical education.

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		2. Awarded Life membership by Indian Federation of Computer Science in Sports in 2011.
Mr. K.L.Swaroop	Lecturer in Physical Education	3.National Association of Physical Education and Sports Science (NAPESS) conferred Life membership in
Mr. K.L.Swaroop	Lecturer in Physical Education	Best performance award by AIDS Control Society of Andhra Pradesh, Hyderabad for the year 2013 -14.
Mr. K.Srinivasa Rao	Lecturer in Physics	Best NSS Programme Officer for the year 2013 by NSS Authorities, ANU, Guntur.

2.4.6. Has the institution introduced evaluation of teachers by the students and external Peers? If ‘yes’, how is the evaluation used for improving the quality of the teaching-learning process?

Yes. The college has been following the practice of feedback from students, wherein faculty is evaluated by the students. The feedback is then analyzed by the Head of the Institution and the same is communicated to the teachers. In case, there is a need of improvement, remedial measures are suggested to the concerned faculty by the Head of the Institution. Academic audit of the staff will done regularly by the college and also by the peer team appointed by the Commissioner of Collegiate Education, Hyderabad, Andhra Pradesh.

2.5 Evaluation Process and Reforms

2.5.1. How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

During the course of the programme, students are provided with complete information on blue print of scheme of examination for both theory and *Self Study Report, Cycle – 2, BCAS Bapatla*

practical exams. Information about unit tests, pre final tests, evaluation process etc will be given to students. Class teachers also explain the same to the students at the beginning of every academic year. Information about the evaluation process is also made available on the college notice board, through circulars. The progress of the students is informed time to time to the parents.

2.5.2. What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own?

The major evaluation reforms of the university that the institution has adopted are

1. Conduct of practical examination for commerce students in all subjects on par with science students.
2. Computer Based Test in English for I & II year students of all streams.
3. Inclusion of subjects Contemporary India, Science & Technology, Environmental studies and Human Values and Professional Ethics for I, II and III year respectively.

The reforms instituted by the institution in evaluation process are

- Assignments.
- Seminars.
- Self Study Projects.
- Case studies.
- Class interaction.
- Group discussions.
- Question – Answer sessions etc.

2.5.3. How does the institution ensure effective implementation of the evaluation reforms of the University and those initiated by the institution on its own?

By providing the necessary infrastructure and adhering to the rules and regulations of the affiliating University the college ensure effective implementation of evaluation reforms. Reforms initiated by the institution are monitored by the academic coordinator, IQAC under the supervision and guidance of the principal of the college.

2.5.4. Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Assignments, group discussions, students' seminars, monthly tests, prefinal tests are the approaches adapted to measure student achievement.

Students actively participated in events like assignments, students organized seminars, group discussions. These activities created healthy competitive spirit among students.

2.5.5. Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students.

- Assignments are given to individual students in all the subjects.
- Power Point Presentations is made available.
- Weightage is given to participation, good conduct, and stage performance in displaying communication skills.
- Brief presentations and seminar presentations are made compulsory to develop subject content and communication skills.
- Interactive sessions and group discussions are further strengthened to inculcate critical thinking and decision making abilities.

2.5.6. What are the graduates attributes specified by the college/affiliating University? How does the college ensure the attainment of these by the students?

The institution has specified a few graduate attributes like development of professional, managerial and business skills, to employ scientific and technological knowledge for the betterment of the society and promote the all round development of the students. The college organizes lectures of eminent personalities, conducts programs on Career Guidance, computer laboratory and internet facility easily accessible to the students, organizes various programmes for the personality development of the students. Students are given the responsibility to organize various programmes and activities.

2.5.7. What are the mechanisms for redressal of grievances with reference to Evaluation both at the college and University level?

The Bapatla College of Arts and Sciences has a student's grievance cell with senior faculty with reference to evaluation. Students are given freedom to file for verification, revaluation and reassessment of the subject in which they have not scored as per their expectation. Procedure is developed by University for Examination reforms. A student can avail of revaluation and verification of marks etc. as per the University norms. Any student can bring their grievance to the notice of this cell. This cell monitors the grievance and finds solutions for the grievance received after thorough investigation.

All the grievances with regard to evaluation reported by the students are brought to the notice of the University for taking corrective action.

2.6. Student performance and Learning Outcomes

2.6.1. Does the college have clearly stated learning outcomes? If 'yes', give details on how the students and staff are made aware of these?

Yes, the learning outcomes are clearly stated in the mission of the Institution. These learning outcomes are displayed at prominent places in the college premises and thereby the students are made aware of the same. The staff is made aware of the same in the staff meetings, departmental meetings.

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2.6.2. Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the student's results/achievements and explain the differences if any and patterns of achievement across the programme/courses offered.

The college conducts internal exams as per the academic plan prepared by the IQAC. The marks secured by the students are entered in the marks registers by subject teachers in all departments.

Marks secured by the students are directly communicated to the students by the teacher in the class room and notice board; the teachers also counsel and guide the students for better performance.

The performance of the students are informed to their parents.

The progress and performance of the students in internal and external examinations is discussed at length in the staff council meeting and measures to improve the performance of the students are initiated.

Program wise college results for the last four years are presented in the evaluation report of the departments.

2.6.3. How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

For the achievement of the intended learning outcomes various facilities are provided to the learners of the institution. Students are provided with excellent library facilities, internet facility, financial help to the needy students etc. Teachers make use of participative learning methods, Information and Communication Technology (ICT) and encouraged to participate in national seminars, workshops, conferences short term courses.

2.6.4. What are the measure/initiatives taken up by the institution to enhance the social and economic relevance of the courses offered?

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The institution has taken initiatives to enhance the social and economic relevance of the courses. Some of them are

Course	Social Relevance	Economic Relevance
Computer Science	To develop knowledge in the field of Computers and IT.	The knowledge of IT and computers helping students to settle in jobs globally.
Electronics-Computers-Mathematics	Electronics became part of our life. It helping students to know and develop their knowledge in electronics.	This course not only helps in getting jobs but also helps in self employment.
Computer Science-Mathematics-Multimedia	Multimedia is the fastest growing field. This course will help the students to gain knowledge.	This field has many employment opportunities.
Commerce – Computer Application	This course imparts knowledge of several Computer applications in Commerce.	Computer applications in Commerce providing better job opportunities for students.

2.6.5. How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

The data on student learning outcomes is obtained based on the performance of students in examinations conducted by the institution.

Taking into consideration the need of the students, remedial classes are conducted.

2.6.6. How does the institution monitor and ensure the achievement of learning outcomes?

Institution monitors the achievement of learning outcomes of the students through conduct of internal evaluation like class tests, assignments, group discussions and presentations etc., through examinations and through various programmes for the academic and personality development of students. The results are analyzed and efforts are directed to improve the same. Parents are also communicated about the performance of their wards which ensure better performance of students.

2.6.7. Does the institution and individual teachers use assessment /evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If ‘yes’, provide details on the process and cite a few examples.

Yes, the teachers identify the advanced and slow learners based on evaluation. Remedial measures to improve the performance of slow learners are taken up. Towards this end, programmes such as remedial classes, assignments, additional classes are arranged. Course toppers are awarded with appreciation certificate and prizes on important occasions.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The institution is not a recognized research center of the affiliating university. However, our college has all the basic research facilities required for pursuing research. Our staff members Dr.R.Sreenivasa Rao, Dr.P.C.Sai Babu are the recognized research supervisors.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact?

Yes, the following are the members of the Research Committee of the Institution.

Dr. R. SreenivasaRao, : Chair person
Reader & HOD of Chemistry

Dr. P. C. Saibabu, : Member
Reader in Commerce

Dr. G. Jhansi Vani, : Member
Reader & HOD of Telugu

Dr.Vijaya Sri : Member
Reader in Telugu

Ch. ManikyaRao, : Member
HOD of Mathematics

Recommendations:

- Recommended to purchase of books, reference books, equipment's for the purpose of research activities.

- Encouraging faculty members to pursue research programmes like M.Phil and Ph.D.
- SuB.Scription for few International / National level journals to the library.
- Encouraging students to participate in seminars and present papers.
- To apply for Major and Minor research projects.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

The College encourages the faculty in research activities.

- Providing required lab facilities.
- The College library is added with new reference books, journals.
- Free internet facility provided.
- Computers with printers are provided.
- Encouraged to apply for major / minor research projects.
- autonomy to the principal investigator
- timely availability of resources
- adequate infrastructure and human resources

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- The college has taken firm steps to improve research aptitude among students.
- The college is conducting seminars and student project works.
- Students are guided to develop research methodology and are helped in project preparation.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual / collaborative activity etc.

Criterion- III: Research, Consultancy and Extension

Faculty	Activity Research relations with following organizations/researchers	Date
<p>Dr. R. Sreenivasa Rao Reader & Head, Department of Chemistry</p>	<p>1) Prof. K. Saraswathi Department of Chemistry,(Retd) SV University, Tirupati. 2) Prof. M. Sarat Babu Head, Department of B.S & H MIC Engineering College, Kanchikacharla. 3) Prof. T.E.Gopal Krishna Murthy Principal, The Bapatla Pharmacy College, Bapatla. 4) Successfully completed UGC minor project (INR1,90,000) entitled “Development and validation of analytical techniques for the estimation of triptans from bulk samples, dosage forms and from dissolution fluids” . 5) Published 16 research papers</p>	<p>2011-13.</p>
<p>Dr. P. C. Sai Babu Reader Department of Commerce</p>	<p>1) Research Guide for Acharya Nagarjuna University. 2) Prof. K.V.Rao, Vice-chancellor Acharya Nagarjuna University.</p>	

Criterion- III: Research, Consultancy and Extension

	<p>3) Securities & Exchange Board of India(SEBI), Mumbai</p> <p>4)Institute of Chartered Accountants of India, New Delhi</p> <p>5) Quality council of India, New Delhi</p> <p>6)Indian Commerce Association, New Delhi.</p>	
<p>Dr. P. Prem Chand Lecturer in Library Science Department of Library Science</p>	<p>1) Successfully completed UGC minor project (INR 100,000) entitled “Quality services and user satisfaction of the users of Acharya Nagarjuna University Library – a study” .</p>	<p>2011-13</p>
<p>Mr. K. L. Swaroop Lecturer Department of Physical Education</p>	<p>1)Dr.Y.Gopi Krishna Professor & HOD Physical Education JNTU, Hyderabad</p> <p>2) Dr.KV.Rajasekhar HOD, Health Sciences University of Hyderabad Hyderabad.</p> <p>3)Successfully completed UGC minor project (INR 90,000) entitled “Effect of Pranayama and Transcendental Meditation on pulse rate, Blood pressure and vital capacity of JNTU students”</p> <p>4) Mr. K. L. Swaroop is pursuing Ph. D in Physical Education, from JNTU Hyderabad.</p>	<p>2011-13</p>
<p>Mr. Ch. Manikya Rao Head, Department of</p>	<p>1) Mr. Ch. ManikyaRao is pursuing Ph.D in Mathematics,</p>	

Criterion- III: Research, Consultancy and Extension

Mathematics	from ANU, Guntur.	
Smt. A.V. Rajya Lakshmi Lecturer in English Department of English.	Smt. A.V Rajya Lakshmi pursuing Ph.D in English from ANU, Guntur.	
Sri. P.Ananda Rao Lecturer in English Department of English.	Sri. P.Ananda Rao pursuing Ph.D in English from ANU, Guntur.	
Dr K. Jaya Prasanthi Lecturer Department of Chemistry	1) Dr. K. Jaya Prasanthi awarded with Ph.D degree in Chemistry, from ANU, Guntur.	2013-14.
Dr. Ch.Atchyutha Rao Lecturer Department of Physics	1) Working on a UGC sanctioned minor research project worth of Rs 500000/-. 2) Dr.N.V.Poornachandra Rao 3) Prof.K.V.R.Murthy	2013-14.
Mr. Suresh Lecturer in Physics Department of Physics	1) Pursuing Ph.D in Physics, from ANU, Guntur. 2) Dr.N.V.Poornachandra Rao 3) Prof.K.V.R.Murthy 4)Ch.Atchyutha Rao	
Mrs. A. Aruna Kumari Lecturer Department of Chemistry	1) Mrs. A. Aruna Kumari is pursuing Ph.D in Chemistry, from ANU, GUNTUR	
B.Ratneswara Rao, Incharge Department of Botany	Pursuing Ph.D in Botany from Rayalaseema University, Kurnool.	

3.1.6 Give details of workshops / training programs / sensitization programs conducted / organized by the institution with focus on capacity

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building in terms of research and imbibing research culture among the staff and students.

The College regularly conducts various programs with a focus to strengthen the research culture among teaching staff and students. The college have conducted the following seminars,

Name of the seminar	Funding agency
Department of English had conducted a state level seminar on “English Communication – A Road Map” on 29-06-2010.	UGC, New Delhi.
Department of Commerce organised a State level seminar on “Food and Water crisis in India” on 1 st October 2010	UGC, New Delhi.
Department of Physical Education conducted a National Seminar on “Life style and Health Management” on 14 th July 2012.	UGC, New Delhi.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

The details of research areas and expertise of the different faculty members of the college are,

Research areas	Expertise
Pharmaceutical chemistry Inorganic Chemistry	Dr. R. Sreenivasa Rao Mrs. K. Jaya Prasanthi A. Aruna Kumari A. J. Lucy Rani
Physical Education: Athletics(NIS) and Yoga	K.L.Swaroop

Commerce: Public Enterprises	Dr.P.Sai Babu
Hind: Modern Literature	Dr.P.Tirupathamma
Physics: Synthesis, photoluminescence Luminescence	Ch.Atchyutha Rao K.Suresh
Botany: Biodiversity	B.Ratneswara Rao
Library Science: Quality Management	Dr.P.Prem Chand

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The College has made concerted efforts to attract researchers of eminence and academicians from India and abroad

- By inviting them to visit the campus and interact with teachers and students.
- By organizing guest lectures
- By organizing Seminars, conferences.

3.1.9 What percentage of the faculty has utilized Time-out Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

No teacher in our college has utilized time - out leave in the last five years.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

The institution conducts various programmes to create awareness among students, staff and community regarding

Topic	Area of specification
Packaged drinking water	Chemical analysis of drinking water
Consumer rights	Study on variation in prices (MRP).
Aquaculture	Cultural practices of aquaculture

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation, and actual utilization.

The College does not have an exclusive budget head for research activity. Faculty members have to meet the expenditure through financial assistance from external funding agencies.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no such provision of seed money to the faculty for research.

3.2.3 What are the financial provisions made available to support student research projects by students?

The institution supports student research projects by providing

- Required stationery
- Computer systems
- Internet facility
- Scanning and printing
- Reference books and journals
- Guidance by the teaching faculty
- Financial assistance to some extent.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The research works engaged in by many faculty members of the college are interdisciplinary in nature.

Name of the staff	Details
Dr. R. Sreenivasa Rao, Reader in Chemistry	Integrated Pharmacy and pharmaceutical chemistry. His minor research encompassed the areas of antimigrain drugs.
Dr. P.C. Saibabu, Reader in Commerce	Sociology and Public Administration
Mr.K.L.Swaroop Lecturer in Physical Education	Involved in doctoral research in yoga.
Dr. K. Jaya Prasanthi, Lecture in Chemistry	Doctoral research on pharmacy and medical chemistry which combines Chemistry and Pharmacy.
Dr.Ch. Atchyutha Rao, Lecturer in Physics	Involved in research in the fields of Inorganic Chemistry and Electronics.
Mr. K. Suresh, Lecturer in Physics	Engaged in doctoral research in Inorganic Chemistry and Electronics.
B.Ratneswara Rao Lecturer in Botany	Involved in doctoral research in Biodiversity.

3.2.5. How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

- Training is provided for lab attendants and students in the efficient handling of laboratory equipment in science departments.
- Periodic updating and up gradation of the scientific equipment is made.
- Need based repairs and maintenance of equipment is carried by technical staff.

3.2.6 Has the institution received any special grants or finances from the

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industry or other beneficiary agency for developing research facility? If ‘yes’ give details.

The institution is trying to obtain grants from the industry or others.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry, and other organizations. Provide details of ongoing and completed projects and grants received during the last four years

(See next page)

Criterion- III: Research, Consultancy and Extension

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant		Total grant received till date
				Sanctioned	Received	
Minor projects	2011 to 13	1. "Development and validation of analytical techniques for the estimation of triptans from bulk samples, dosage forms and from dissolution fluids"	UGC	1.90Lakhs	1.55Lakhs	1.55Lakhs
		2. "Effect of Pranayama and Transcendental Meditation on pulse rate, Blood pressure and vital capacity of JNTU students".	UGC	100000	90000	90000
		3. "Quality services and user satisfaction of the users of Acharya Nagarjuna University Library – a study"	UGC	100000	100000	100000
		4. "Dual control in Cooperative Urban Banks"	UGC	100000	100000	100000
	2013-14	5. Minor research project in Physics entitled "Rare earth doped alkaline sulphide phosphor" in 2013-14.	UGC	5,00,000	5,00,000	4,10,000
Major projects		-	-	-	-	-
Interdisciplinary projects		-	-	-	-	-

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant		Total grant received till date
				Sanctioned	Received	
Industry sponsored	---	--	--	--	--	--
Students' research projects	--	--	--	--	--	--
Any other (specify)	--	--	--	--	--	--

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The following facilities are available in the college to facilitate research

- Internet connectivity on the campus
- Computers to all the departments
- Minimum required equipment in the laboratories
- Continuous power and water supply
- Library with reference books
- Provision of the facility of INFLIBNET
- SuB.Scription to e-journal
- Seminar/ Conference Hall

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Proper care and planning will be taken while creating infrastructural facilities, upgrading so that new infrastructure and equipment can match the needs of the researchers.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.

No

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The research scholars are provided research facilities in other research laboratories by obtaining permission from concern authorities.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

The College has an updated library with 22,669 titles, 50 journals, and collection of 125 digital resources. INFLIBNET, EDUSAT and internet are the other resources available in the institution.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

The College does not have a research institute. However, our faculty members have good rapport with number of research institutes to carry their research activities.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in

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terms of

- Patents obtained and filed (process and product) – Nil
- Original research contributing to product improvement – Nil
- Research studies or surveys benefiting the community or improving the services – Nil
- Research inputs contributing to new initiatives and social development – Nil

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No

3.4.3 Give details of publications by the faculty and students:

Some of our faculty members were published their research articles in National and International journals. Details of the publications were given below,

Name of the staff	Publications
P.Sreenu,II B.Sc student	
P.Ananda Rao Lecturer in English	1.“Understanding Yogi Vedanta’s poetry: A Dalit perspective” Exploring fourth world literatures Tribals, Adivasis, Dalits Vol. 2, Published by Prestige books New Delhi ISBN 978817851082 8 2.“A Y N RAND AND THE EVALUATION OF RUSSIAN LITERATURE - A CRITICAL OUTLOOK” Notions a peer reviewed Journal of English Literature volume 4 number 4 December 2013 I SS N: 09765247 3.“ RE REPRESENTING ISHMAEL REED THROUGH POSTMODERN FICTION” Journal of English Literature volume 4 number 4 December 2013 I SS N: 09765247
Dr.Ch.Atchyutha Rao	<i>Synthesis and characterization of nano Sr₂CeO₄ doped with Eu and Gd phosphor</i> - Journal of

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Lecturer in Physics	<p>Luminescence,133,96 -10,(2013)</p> <p>2. Characterization and photoluminescence of Sr₂CeO₄: Eu³⁺, La³⁺ Adv. Mat. Lett.4(3),207-212,(2013)</p> <p>3. Synthesis and luminescent properties of Strontium cerium oxide phosphors doped with rare earths - J.Sci. Res,5(1),1-11,(2013)</p> <p>4. Rare earth doped alkali earth sulphide phosphors for white – light LEDs – ISRN Condensed Matter Physics,1-3, (2011).</p> <p>5. Luminescence properties of Eu³⁺, Dy³⁺ doped Sr₂CeO₄ phosphor.- International Journal of Luminescence and Applications,3,1,68 – 71,(2013)</p> <p>6. Luminescence properties of Eu doped Sr₂CeO₄ phosphor .Proceedings of 4th International Conference and its Applications (ICLA-2012),7-10th Feb, ISBN: 81-6717-806-5, (2012).</p> <p>7. Luminescence characterization of Sr₂CeO₄: La³⁺, Eu³⁺ phosphor -Archives of Physics Research,3(2):123-129,(2012).</p> <p>8. Photoluminescence study of rare earth doped nano Sr₂CeO₄ phosphor -International Journal of Innovative Research in Science and Techniques,2(2),115-118,(2011).</p> <p>9. Synthesis and characterization of blue LED phosphor - International Journal of Luminescence and Applications, 1(I), 14-16, (2012) ISSN 2277 –6362.</p> <p>10. Synthesis of Sr₂CeO₄ nano phosphor using various fluxes - International Journal of Luminescence and Applications, (I), 11-13, (2012) ISSN 2277 – 6362.</p> <p>11. Synthesis, characterization and Photoluminescence study of Sr₂CeO₄:Eu³⁺phosphor - Der Pharma Chemica,3(6):174-181,(2011)</p> <p>12. Synthesis and characterization of photoluminescence Sr₂CeO₄: Dy³⁺ phosphor - Proceedings of National Conference on Recent Trends in Physics of Solids,(2012) ISBN - 978-93-81583-24-1</p> <p>13. Synthesis and characterization of blue LED phosphor - Proceedings of International Conference on “Advanced materials and its</p>
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	<p>applications". 1147-1151, Macmillan Publishers India Ltd, ISBN: 000187, (2011).</p> <p>14. Ceramic materials (phosphor) for display applications - Eurasian Chemical Technological Journal, 13, 1-2, (2011).</p> <p>15 Effect of flux on 585 or 611nm peak of Eu doped Sr₂CeO₄ phosphor - Acta Physica Polonica A(Communicated)</p> <p>16. Synthesis and Characterization of Sr₂CeO₄:Dy³⁺ phosphor - International Journal of Emerging Sciences (Communicated).</p> <p>17. Dysprosium ion Photoluminescence behaviour in Sr₂CeO₄ phosphor - Journal of Alloys and Compounds (Communicated).</p> <p>18. Effect of flux on luminescence properties of Dy³⁺ doped Sr₂CeO₄ phosphor - ISBN 978-935107-228-7. Elsevier</p>
<p>K.Suresh Lecturer in Physics</p>	<p>1) Synthesis and Characterization of nano Sr₂CeO₄ doped with Eu and Gd Phosphor -Journal of Luminescence (Elsevier), 133, 96-101, (2013) indexed in Scopus</p> <p>2) Rare Earth doped alkali earth sulfide phosphors for white light LEDs - Condensed Matter Physics, International Scholarly Research Network [ISRN], 2011, 1-3, (2011) doi:10.5402/2011/392917 (Hindawi)</p> <p>3) Synthesis of Sr₂CeO₄:Eu³⁺ Phosphor and Characterization a Candidate of white LED Phosphor - International Journal of Luminescence and Applications, ISSN 2277-6362, 1(I), 25, (2012)</p> <p>4) Synthesis and Photoluminescence Study of Ca₃Si₃O₈F₂, Ca₅Si₂O₈F₂ and Ca₇Si₃O₁₂F₂ doped with Ce, Eu and Tb containing Fluorine - International Journal of Luminescence and</p>

	<p>Applications, ISSN 2277 – 6362, 1(I), 25, (2012)</p> <p>5) Photoluminescence properties of $Sr_2CeO_4:Eu^{3+}$ and $Sr_2CeO_4:Eu^{2+}$ under nUV excitation - Bulletin of Materials Science (Springer)-Accepted</p> <p>6) Photoluminescence of Eu^{3+} Dy^{3+} Sm^{3+} codoped Y_2O_3 nano phosphor- International journal of nanomaterials and biostructures (accepted)</p> <p>7) Photoluminescent properties of $CaAl_2S_4:Eu^{2+}$ phosphor for White LED applications - International Journal of Luminescence and Applications (Accepted)</p> <p>8) Synthesis and characterization of Sr_2CeO_4 phosphor doped with erbium Eurasian Chemico-Technological Journal, 13, Issue 1-2, 17-20, (2011) [Indexed in Scopus]</p> <p>9) Ceramic materials (phosphors) for display applications - Eurasian Chemico-Technological Journal, 13, Issue 1-2, 1-4, (2011) [Indexed in Scopus]</p> <p>10) Synthesis, characterization and photoluminescence study of $Sr_2CeO_4:Eu^{3+}$ phosphor - Der Pharma Chemica, 3, Issue 6, 174-181, (2011) [Indexed in Scopus]</p> <p>11) Effect of Flux on the formation of Sr_2CeO_4 phosphor doped with Er - Physics Procedia, 29, 65 – 69, (2012), Elsevier</p> <p>12) Luminescence characterization of $Sr_2CeO_4:La^{3+}$, Eu^{3+} phosphor - Archives of Physics Research, 3 (2), 123-129, (2012)</p>
B.Ratneswara Rao	An article on “Biological Control of Ipomoea

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Lecturer in Botany	Carnea: An Invasive Species near Pulicat Lake area in SPSR Nellore District, Andhra Pradesh” Indian J. Environ. & Ecoplan. 18 (2 - 3): 399 - 403 (2011) ISSN:0972-1215
Ch.Manikya Rao Lecturer in Mathematics	<p>1. N (A)-TERNARY SEMIGROUPS, International Journal of Mathematical Science, Technology and Humanities, ISSN 2249 5460.</p> <p>2. TERNARY SEMIGROUPS IN WHICH PRIME IDEALS ARE MAXIMAL AND PRIMARY IDEALS ARE PRIME AND MAXIMAL, Elixir International Journal of Advances in Pure Mathematics, ISSN: 2229-712X.</p> <p>3.U-TERNARY AND V-TERNARY SEMIGROUP, International Journal of Innovative Research & Development, ISSN:2278-0211(online).Vol 2 Issue 5</p> <p>4. T-HOMOMORPHISM OF SEMISPACES IN TERNARY SEMIGROUPS, The International Journal Of Engineering And Science (IJES), ISSN (e):2319-1812 ISSN (p):2319-1805. Vol 2 Issue 7</p>
Dr.P.PremChandu Lecturer in Library Science	<p>‘Total quality Management in University Libraries’ in 2009.</p> <p>An article entitled “TQM Gurus and their Contributions” in PEARL journal, Vol. 4 No.2 April – June 2010.</p>
Dr.R.Sreenivasa Rao Reader in Chemistry	<p>1.SPECTROPHOTOMETRY METHOD FOR THE ANALYSIS OF ZOLMITRIPTAN INFOMULATIONS, International Journal of Research and Reviews in Pharmacy and Applied Sciences (IJRRPAS), 2011, Vol. 1 (3), 122-130.</p> <p>2. DEVELOPMENT AND VALIDATION OF LC METHOD FOR THE ESTIMATION OF ZOLMITRIPTAN IN PHARMACEUTICAL DOSAGE FORM, <i>PHARMACOPHORE</i>, 2011, Vol.</p>

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	<p>2 (3), 195-200.</p> <p>3. RP-HPLC AND SPECTROPHOTOMETRY METHOD FOR THE ANALYSIS OF FROVATRIPTAN INFOMULATIONS, International Journal of Science Innovations and Discoveries (IJSID), 2011, Vol. 1 (1), 53-61.</p> <p>4. SPECTROPHOTOMETRIC METHOD DEVELOPMENT AND VALIDATION FOR ANALYSIS OF ALMOTRIPTAN, INVENTI RAPID: PHARM ANALYSIS & QUALITY ASSURANCE , VOL. 2012 , ARTICLE ID- " INVENTI:PPAQA/417/12 " , 2012 [CITED 2013 MAY 25]</p> <p>5. SIMULTANEOUS DETERMINATION OF FROVATRIPTAN, ALMOTRIPTAN AND ZOLMITRIPTAN IN COMBINED PHARMACEUTICAL DOSAGE FORM BY RP-HPLC METHOD, INDIAN DRUGS, Sep 2012, Vol. 49.</p> <p>6. RP-HPLC METHOD FOR SIMULTANEOUS ESTIMATION OF AVITRIPTAN AND ELETRIPTAN IN PHARMACEUTICAL DOSAGE FORMS, NOVUS INTERNATIONAL JOURNAL OF ANALYTICAL INNOVATIONS, 2012, VOL. 1, NO. 3, 19-29.</p> <p>7. DEVELOPMENT AND VALIDATION OF STABILITY INDICATING RP - HPLC METHOD FOR THE ESTIMTION OF AVITRIPTAN IN PHARMACEUTICAL</p> <p>8. FORMULATION, INTERNATIONAL JOURNAL OF INNOVATIONS IN</p>
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	<p>PHARMACEUTICAL SCIENCES, 2013, 2(2), 1-8</p> <p>9. NEW ANALYTICAL METHODS FOR THE QUANTITATIVE ESTIMATION OF ELETRIPTAN IN BULK AND PHARMACEUTICAL FORMULATION (M1 – M5), The Pharma Review Journal, March-April 2013, 115-120.</p> <p>10. DEVELOPMENT AND VALIDATION OF STABILITY INDICATING RP - HPLC METHOD FOR ANALYSIS OF ELETRIPTAN, INTERNATIONAL JOURNAL OF PHARMACEUTICAL, CHEMICAL AND BIOLOGICAL SCIENCES, VOLUME 3, ISSUE 3, JULY – SEP 2013.</p> <p>11. SPECTROPHOTOMETRIC METHODS FOR THE QUANTITATIVE DETERMINATION OF AVITRIPTAN IN THE PHARMACEUTICAL DOSAGE FORM, Invent Rapid: Pharm Analysis & Quality Assurance Vol. 2013, Issue 4 [ISSN 0976-3813], Published on Web 09/10/2013</p> <p>12. NEW SPECTROPHOTOMETRIC METHODS FOR THE QUANTITATIVE ESTIMATION OF ELETRIPTAN IN DRUG FORMULATION, INDIAN DRUGS, , Vol. --.Jan 2014</p>
<p>K. L. Swaroop</p>	<p>1. Published an article Journal of Physical education and Sport Science January 2012, Vol – II ISSN 2229-7049</p> <p>2. Published an article in Emerging trends in Physical Education and Sport sciences, ISBN 978-93 -80847-14-4, pages 98-110. March 2012.</p> <p>3. An article in Journal of advanced research – Vol-1 Issue -1 ISSN 2319-6661. April 2013</p>

3.4.4 Provide details (if any) of research awards received by the faculty recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally incentives given to faculty for receiving state, national and international recognitions for research contributions.

Some faculty members got recognition. Details of the recognition are given below

Name of the staff member	Recognition
Dr.P.C.Sai Babu Reader in Commerce	Broad Out Look Teacher award by Air India for the year 2008.
Dr.P.PremChandu Lecturer in Library Science	Recognized as “Best NCC Officer” in the NCC Group, Tenali for the year 2009.
Dr.P.PremChandu Lecturer in Library Science	Recognized as “NCC Officer with outstanding performance” in the NCC Group, Tenali for the year 2010.
Mr. K.L.Swaroop Lecturer in Physical Education	1. Indian society of Sports scientist, Varanasi conferred Life membership for outstanding performance in Sports and Physical education. 2. Awarded Life membership by Indian Federation of Computer Science in Sports in 2011.
Mr. K.L.Swaroop Lecturer in Physical Education	3.National Association of Physical Education and Sorts Science (NAPESS) conferred Life membership in
Mr. K.L.Swaroop Lecturer in Physical Education	Best performance award by AIDS Control Society of Andhra Pradesh, Hyderabad for the year 2013 -14.
Mr. K.Srinivasa Rao Lecturer in Physics	Best NSS Programme Officer for the year 2013 by NSS Authorities, ANU, Guntur.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institution is framing a strategy for establishing institute-industry relations in consultation with the new policy of UGC to introduce vocational Training Programs to the students.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Providing available information to the required people is the policy of our institution. The faculty members provide consultancy in different areas like Pharmaceuticals, Aquaculture, Public Enterprises, Yoga without generating any revenue.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The Management and the Head of the Institution always encourage the staff members to prove their expertise in the field of consultancy in different areas including social service. Details are

Sri. Sudheer Babu, Lecturer in Zoology	Provided consultancy to aquaculture farmers of Bapatla area. He provided cultural techniques in Prawn cultivation, precautions of viral infections, feed etc.
Dr.R.Sreenivasa Rao Reader in Chemistry	Giving guidance in theoretical issues of drugs like their chemical structure, properties.
Dr.P.C.Sai Babu Reader in Commerce	Public Enterprises consultancy. Rendering his services in Social work, awareness programmes, environmental issues, literary programmes.

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K.L.Swaroop Lecturer in Physical Education	Consultancy to people especially for youth in getting rid of mental pressure by Yoga and meditation. Creating awareness and importance of blood donation, AIDS
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- The staff are allowed to visit field areas on request of the cultivator if there is no class work for the incumbent.
- The staff member is allowed to meet and give suggestions in the college also during leisure hours.
- Required books and journals are provided to staff.
- Computer and internet facility is provided.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The staff of our institution has provided consultancy services in Pharmaceuticals, Aquaculture, Public Enterprises and Yoga. As the same are provided at free of cost, the institution could not generated any revenue.

Areas of consultancy services provided
Aquaculture
Pharmaceuticals
Public Enterprises
Yoga

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

The College faculty provides consultancy only on the gratuitous basis and

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no revenue is generated from the same.

3.6 Institutional Social Responsibility (ISR) and Extension Activities

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institution maintains friendly relations with other colleges in sharing ideas regarding teaching learning experiences, mutual exchange of extension lectures and conduct of inter-collegiate tournaments.

The institution moulds its students as good citizens of India by creating awareness among them about their rights and duties as citizens. They are been taught in classes about

- How to utilize available sources carefully without causing wastage.
- How to help each other in academic matters.
- How to behave in a proper manner with other people of the society.
- Dignity of labour.
- Helping the society by involving social activities like blood donation, clean and green.
- Participation in all national festivals with dedication and enthusiasm.
- Students are encouraged to join NSS, NCC, and Red ribbon Club.
- Students are motivated to do social service by conducting special camps, clean and green programmes.
- NCC cadets are motivated to participate in Traffic controlling programmes, tree plantation.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

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The institution has National Service Scheme, National Cadet Corps, Red ribbon club. Various awareness programmes on AIDS, tree plantation, blood donation, clean and green, human rights protection, literacy, personal hygiene are being conducted by these units. Students are motivated to enroll as members and encouraged to participate in various social service activities conducted by students with team spirit.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The college conducts meetings with stakeholders and takes feedback on teaching and learning methods being adapted, infrastructure and other facilities. The analysis of the feedback implemented for overall development of the college.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The college has NCC, NSS, and Red ribbon clubs. Various activities like tree plantations, camps, awareness programmes are planned in the beginning of every academic year and action plan prepared. The activities are performed according to the plan.

Budgetary details are

Event	Expenditure in Rs			
	2010-11	2011-12	2012-13	2013-14
Tree plantation Programme	5000	6255	8000	12000
Rally on AIDS day	3000	3275	4020	4350
Awareness programme on personal hygiene	2300	2300	3100	3565

and Nutrition				
Blood donation Camp	5000	-	6500	8400
Kartika pournima	3300	4000	5375	7000
NSS Camp	15354	16578	28965	35047

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC and other National/ International agencies?

- Conducting blood donation camps.
- Participation in AIDS awareness programmes in association with Indian Red Cross Society.
- Providing help lines during festivals like Pushkaras and Karthika Pournami.
- Helping the authorities in cyclone relief and rehabilitation programmes.
- Observation of all National days of importance.
- Helping the Traffic police in controlling traffic by our NCC cadets.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under- privileged and vulnerable sections of society?

- Admissions are given according to the rules framed by government of Andhra Pradesh.
- Financial support is provided to economically backward students by Alumni association.
- Books are provided freely to poor students.
- Priority is given to socially backward merit students to apply merit scholarships.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills

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inculcated.

The students have an urge to do something productive work for others in the Society.

The class room studies more or less being theoretical, the students get wonderful opportunity to apply these things practically.

- Teamwork
- Leadership Skills
- Time Management
- Effective Communication Skills
- Good decision making
- wonderful platform to mingle with each other
- Knowing about culture, traditions and values of people are learnt by students while participating and organizing various projects and programmes.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Event	Details	Date
Literacy programme	Department of English conducted literacy programme in various schools of Bapatla town.	11-11-2011
Tree plantation	Tree plantation was done in Bapatla town, Chegalrayathota by involving local people	02-10-2012

Criterion- III: Research, Consultancy and Extension

	and our NSS volunteers.	
Blood donation	Volunteers of local youth NSS and NCC volunteers are involved in blood donation.	26-01-2013
Survey on Education and Health	Survey on education and health was done by involving local people at chegalraya thota.	30-01-2013
Free Medical Camps	Free medical camps were conducted for poor people of the society with the association of Area Hospital Doctors, Bapatla.	02-02-2013
AIDS Rally	Rally was conducted in Bapatla town in association with Red cross society	01-12-2013

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

Our institution always maintains good and friendly relationship with other institutions. The details are

Criterion- III: Research, Consultancy and Extension

Name of the incumbent and Address	Activity and location	Date
Dr.R.SreenivasaRao Reader in Chemistry,BCAS	Guest Lecture at Pedanandipadu Arts and Science College.	10-08-2010
	Guest Lecture at VRS College Tenali	18-10-2011
	Conducted Academic Audit at SVRM College, Nagaram	23,24 th March2014
	Academic audit at KVR,KVR & MKR College, Khajipalem.	23,24 th March2014
Dr.P.Hari Prasad, Professor in Horticulture AG College, Bapatla	Guest Lecture, BCAS Bapatla	22-07-2013
Dr.P.Hari Prasad, Professor in Horticulture AG College, Bapatla	Participated in Eco club activities like campus cleaning, tree plantation	22-07-2013
Dr.P.C.Saibabu Reader in Commerce	Academic audit at SSN College, Narasarao Pet	23,24 th March2014
Dr.P.C.Saibabu Reader in Commerce	Reddy College, Guntur	23,24 th March2014
P.AnadaRao Lecturer in English,BCAS	As Subject expert for FDP, VRS and YRN College, Chirala.	23-03- 2013
Ch.Manikya Rao Lecturer in Mathematics, BCAS	As Subject expert for FDP, VRS and YRN College, Chirala.	2013- 2014
B.Ratneswara Rao Lecturer in Botany,BCAS	Subject expert for FDP, VRS and YRN College, Chirala.	2013- 2014
K.L.Swaroop Lecturer in Physical Education	Awareness programmes on AIDS, Eye donation, blood donation	14-11- 2013

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the

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last four years.

Name of the staff member	Designation	Recognition
Dr.P.C.Sai Babu	Reader in Commerce	Broad Out Look Teacher award by Air India 2008.
Dr.P.PremChandu	Lecturer in Library Science	Recognized as “Best NCC Officer” in the NCC Group, Tenali for the year 2009.
Dr.P.PremChandu	Lecturer in Library Science	Recognized as “NCC Officer with outstanding performance” in the NCC Group, Tenali for the year 2010.
Mr. K.L.Swaroop	Lecturer in Physical Education	Recognized as “Best volunteer and Blood donor” by Red Cross, Rotary club.
Mr. K.Srinivasa Rao	Lecturer in Physics	Best NSS Programme Officer for the year 2013 by NSS Authorities, ANU, Guntur.

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institute interacts with research laboratories and institutes to facilitate and promote research. The Dept. of Chemistry uses sophisticated equipments and research facilities at BPC and BEC like RP-HPLC Spectroscope, to carry on their research. The Faculty of Botany visits

Agriculture College, Bapatla, to research on doctoral research projects. The Faculty of Commerce, Computer Science and Fashion Designing interact with Industry for Internship, on-the-job training of students. Research Journals have been brought out through these collaborations.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/ Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Industry and Administrative Agency:

Collaboration with Infosys and Andhra Pradesh Government

Project Genesis is a joint venture of the Government of Andhra Pradesh & Infosys BPO in Sept., 2008-09, where two of our faculty members took training at Infosys floors, Hyderabad for 10 days. Later batch of students was enrolled for the training program targeted at skill enhancement for employability. Industrial training programmes to provide practical orientation to UG and prepare them for career in I.T.Industry. The 80 hrs training programme concluded with 80% of the enrolled students getting jobs with Infosys BPO.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Nil

3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Dr. Viyyanna Rao	Vice Chancellor, Acharya Nagarjuna University, Guntur.
Dr.Y.Gopi Krishna	Director of Physical Education, JNTU, Hyderabad.
Dr.K.V. Raja Sekhar	University of Hyderabad
Dr.K.Rajesh Kumar	Osmania University, Hyderabad.
Dr.E. Trimurthy	Dr.N.T.R Health University, Vijayawada.
Dr.N. Srinivasa Rao	Krishna University
Dr. K.Shyam Babu	Andhra university, Visakhapatnam.
Dr.A. Krishna Murthy	SV University, Tirupati.
Dr. E. Rama Subba Reddy	Yogivemana University, Kadapa.
Dr. E.Srinivasulu	Sri.Krishnadevaraya University, Anathapur.
Dr.K. Radha Krishna	Bharathiyar University, Tamil Nadu
Dr. Sathia Kumar	Karunay University, Coimbatore
Dr. B. Vasudev	Scientific Officer, Nethaji Subhash University, Trichy.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses

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l) Student exchange

m) Any other

- Global Career Point, Hyderabad helped the institution by giving coaching to students in Student Placements.
- Verb Info technologies, Secenderabad provided training in quantitative aptitude for students.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

Quality sustenance and enhancement are the two major objectives of the Institution. The college makes systematic and concerted efforts to establish linkages with local bodies and research centers for creating an academic environment for promotion of quality. Strong initiatives are taken to promote interdisciplinary learning. State and National conferences are organized to provide a platform for healthy exchange of ideas; luminaries from across the globe are invited to share their views on issues of global significance. This linkage is further strengthened through video conferencing and exchange of mails. Industry-academia interface is promoted through industrial visits, invited talks by business experts, interaction with successful entrepreneurs, exhibitions by women entrepreneurs, training programmes etc. Representatives are consulted for industry involvement in curriculum design. Steps are also taken to improve industry related consultancy, project, field work etc.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1. Physical Facilities

4.1.1. What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The institution always committed to provide quality education to its students with good infrastructure. Keeping this in mind the management will periodically update the various infrastructure facilities within the college premises. The management has constructed

- New block with class rooms
- Computer labs
- Seminar hall
- Girls' recreation room
- Girls' waiting room
- Auditorium
- 400m grass track
- Well equipped laboratories
- Library with sufficient number of required books
- Good play ground
- Mineral water for drinking
- Separate hostels for boys and girls
- Yoga and meditation centre
- Canteen

with the financial support from UGC and management.

4.1.2 Detail the facilities available for:

a) Curricular and co-curricular activities:

- Class Rooms-54
- Chemistry labs-04
- Physics labs-05
- Botany Labs -03

- Zoology labs - 02
- Computer labs-02
- LCD Projectors-02
- TV room-01
- Library -01

b) Extra-curricular activities:

- Sports room
- Large playground with Badminton, Cricket, Volley Ball Courts
- Gymnasium
- Yoga centre.
- NSS Unit
- NCC Coy
- A large hall for conduct of competitions such as Cultural Activities, Debating and Paper Presentation.

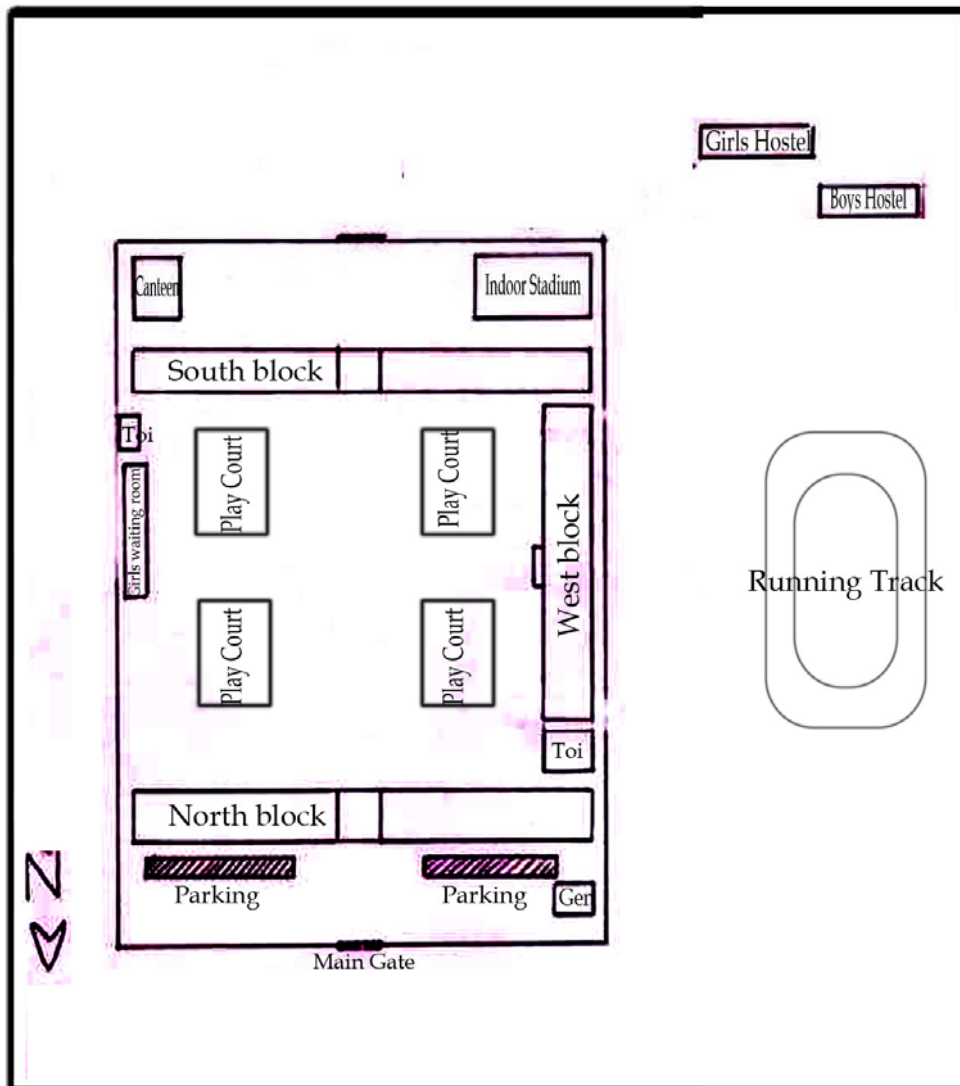
4.1.3. How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

- At the end of every academic year the needs of the next academic year assessed on the basis of expected admissions and new courses basing on these requirements additional class rooms, laboratory facilities, furniture, library books are provided.

Statement of the amount spend

S.No	Nature of work	Year of expenditure	Amount (in Rs.)
1	Computers	2009-2010	22000
		2010-2011	98600
		2011-2012	47,000
		2012-2013	33,000
		2013-2014	540000
2	Sports	2009-2010	56269
		2010-2011	20,500
		2011-2012	13,600
		2012-2013	88,675
		2013-2014	500343
3	Equipment	2009-2010	132752
		2010-2011	20157
		2011-2012	68094
		2012-2013	47775
		2013-2014	388600
4	Internet	2009-2010	1,47,000
		2010-2011	1,36,000
		2011-2012	1,35,000
		2012-2013	1,30,000
		2013-2014	1,65,572
5	Electrification & repairs	2009-2010	4,29,906
		2010-2011	1,52,000
		2011-2012	83,600
		2012-2013	92,700
		2013-2014	65,000

Layout of Bapatla College of Arts and Science



4.1.4. How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The college took care to facilitate the differently able students by providing:

- Ramp at steps
- Separate toilets
- Separate drinking water facility.
- Scribe provision for the needy

4.1.5. Give details on the residential facility and various provisions available within them:

a) Hostel Facility – Accommodation available

The college constructed a Women’s hostel with UGC XI Plan funds.

Construction cost: Rs. 97, 56,000

UGC share: Rs. 70, 00,000

Maintained by: College

Capacity: 270 students

Compound wall: provided

Ladies Hostel: the ladies hostel is located in the main campus of the institute.

There are totally 42 rooms (double sharing and single).

Men’s Hostel: the Men’s hostel is located in the Main campus of the institute.

There are totally 48 rooms (single rooms).

The strength particulars of the Hostels

Sl.No	Year	Boys	Girls
1	2009-2010	180	440
2	2010-2011	120	510
3	2011-2012	74	520
4	2012-2013	61	550
5	2013-2014	40	700

b) Recreational facilities, gymnasium, yoga center, etc.

- The Ladies and Gent’s hostels have their own recreation rooms with TV, newspapers and periodicals.
- Television with DTH facility available in the library.
- The Gymnasium is located within the campus.
- Yoga and meditation centre

- Indoor games like Caroms, Table Tennis, Badminton, Chess, Table tennis, Javelin throw
- Outdoor games like Cricket, Volleyball, Throw Ball, discus throw are available.

c) Computer facility including access to internet in hostel.

The Ladies hostel has been provided with computers with high speed internet and Wi-Fi facility.

d) Facilities for medical emergencies.

A General Physician is appointed by the institution. He visits the institution twice in a week. Besides this, the General Physician cares for students in emergency.

e) Library facility in the hostels

All the electronic resources available with the Library and Information Centre can be accessed from the hostels through the Internet connected computers.

f) Internet and Wi-Fi facility

The entire campus is provided with Wi-Fi facility for the use of students and staff.

g) Recreational facility-common room with audio-visual equipments

The Ladies and boys hostels have common rooms with TV, newspapers and periodicals.

h) Constant supply of safe drinking water.

Mineral water is supplied regularly for drinking.

i) Security

A Security Officer (permanent) is appointed in the institution. Some of the security personals are outsourced. All the security personnel are under the control of the Principal. All the buildings in the campus are under vigilance round the clock.

4.1.6. What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- Medical checkup is provided to staff and students.

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- Awareness about personal hygiene, nutrition is created among students by guest lectures.
- Alumni association of the college also arranges free medical camps with eminent doctors.

4.1.7. Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal Cell, Women Empowerment Cell, Career Guidance Counseling Cell, Placement Cell, Health room, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium etc.

The institution has provided separate rooms with all required furniture and facilities for

- IQAC
- Grievance Redressal Cell
- Women Empowerment Cell
- Career Guidance Counseling & Placement Cell
- Health (Medical) room / First aid room
- Recreation room for staff and students.
- Canteen
- Auditorium
- Mineral water plant for safe drinking water in the college premises
- Girls' waiting room
- Rooms for NCC & NSS units
- Parents waiting hall

4.2 Library as a Learning Resource

4.2.1. Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes. The college Library has an Advisory Committee headed by the Principal. The Librarian is convener and senior faculty from departments and two student nominees are its members.

Library Advisory committee is formed with the following staff for the year 2010-11

Sl.No	Name of the Staff Member	Status
1.	Sri.K.Srirama Chandra Babu Principal	: Chairperson
2.	Dr.P.PremChandu Lecturer in Library Science	: Convener
3.	Dr.P.C.Saibabu Reader in Commerce	: Member
4.	Sri.A.V.Krishna Rao Lecturer in English	: Member
5.	Sri. A.RamaKrishna Reddy Lecturer in Economics	: Member
6.	Sri.Ch.Manikya Rao Lecturer in Mathematics	: Member
7.	K.Suresh Babu	: Student Member
8.	K.Narendra	: Student Member

Library Advisory committee is formed with the following staff for the year 2011-12

Sl.No	Name of the Staff Member	Status
1.	Sri.K.Srirama Chandra Babu Principal	: Chairperson
2.	Dr.P.PremChandu Lecturer in Library Science	: Convener
3.	Dr.P.C.Saibabu Reader in Commerce	: Member
4.	Sri.A.V.Krishna Rao Lecturer in English	: Member
5.	Sri. A.RamaKrishna Reddy Lecturer in Economics	: Member
6.	Sri.Ch.Manikya Rao Lecturer in Mathematics	: Member
7.	Ch.Gopi	Student Member
8.	B.Suresh	Student Member

Library Advisory committee is formed with the following staff for the year 2012-13

SINo	Name of the Staff Member	Status
1.	Smt.M.Sarah Niveditha Principal	: Chairperson
2.	Dr.P.PremChandu Lecturer in Library Science	: Convener
3.	Dr.P.C.Saibabu Reader in Commerce	: Member
4.	Dr.R.Srinivasa Rao Reader in Chemistry	: Member
5.	Sri. A.V.Krishna Rao Lecturer in English	: Member
6.	Sri.N.Sivarama Krishna Lecturer in Political Science	: Member
7.	Y.Nanda Gopal	: Student Member
8.	Naveen	: Student Member

Library Advisory committee is formed with the following staff for the year 2013-14

Sl.No	Name of the Staff Member	Status
1.	Smt.M.Sarah Niveditha Principal	: Chairperson
2.	Dr.P.PremChandu Lecturer in Library Science	: Convener
3.	Dr.P.C.Saibabu Reader in Commerce	: Member
4.	Sri.M.Luther Lecturer in English	: Member
5.	Sri. K.Naresh Kumar Lecturer in Physics	: Member
6.	Sri.Ch.Manikya Rao Lecturer in Mathematics	: Member
7.	Gopi	: Student Member
8.	Sai	: Student Member

The committee recommends regarding purchase of books, journals, periodicals, magazines, newspapers and infrastructure to utilize the budget allocated.

The committee recommends suB.Scribing to new and important journals, latest released reference books in the good interest of student and staff.

4.2.2 Provide details of the following:

- * **Total area of the library (in Sq. Mts.)**
- * **Total seating capacity**
- * **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- * **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

- Total built up area of the Library : 4270 Sq.ft
- Seating capacity: 100
- Working hours: 9 am to 6 pm
- Working days: Sunday to Saturday
- Before examination days: 9 am to 6.30 pm
- During examinations: 9am to 6.30 pm
- During vacation : 8.30 am to 1.00 pm
- E-resources: 125CD/ DVDs available for different subjects.
- The college library works even on Sunday from 9.00 AM to 1.00 PM for hostellers.
- Computers with printer.
- A large reading room for newspaper reading.
- A spacious hall for book shelves.
- Xerox facility.
- Browsing point with high speed internet facility.
- Wi-Fi facility

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The Library advisory Committee meets time to time and recommends the college management to purchase new books. The college management takes indents of books required as per the curriculum from all departments Incharge.

Then the college will place order. Journals are subscribed on the request of concern department.

An amount of Rs. 34, 28, 537/- has been spent on new books and journals during the last Five years (2009-2014).

	2009-10		2010-11		2011-12		2012-13		2013-14	
Library Holdings	No.	Total Cost (Rs)	No.	Total Cost (Rs)	No.	Total Cost (Rs)	No.	Total Cost (Rs)	No.	Total Cost (Rs)
Text books	453	78318	608	111639	-	-	343	68263	516	1,26,003
Reference Books	80	7000	90	14000	-	-	50	4500	51	14,000
Journals/ Periodicals	52	29494	56	32314	4	6650	52	30854	40	17,450
e-resources	12	-	13	-	30	-	30	-	30	
Any other (specify)	-	-	-	-	-	-	-	-		

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC** : Available
- **Electronic Resource Management package for e-journals**: No
- **Federated searching tools to search articles in multiple databases** :Yes
- **Library Website** : The college web site only
- **In-house/remote access to e-publications**: Available
- **Library automation**: Partially done with SOUL software.
- **Total number of computers for public access** : 04
- **Total number of printers for public access** : 02
- **Internet band width/ speed** : 10 mpbs with high speed, leased line
- **Institutional Repository** : Available

- **Content management system for e-learning** : Some video lessons are available
- **Participation in Resource sharing networks/consortia (like Inflibnet):** Yes with Inflibnet.

4.2.5 Provide details on the following items:

- **Average number of walk-ins** : 150
- **Average number of books issued/returned** : 25
- **Ratio of library books to students enrolled:** 25
- **Average number of books added during last 04 years:** 2243
- **Average number of login to OPAC** : 05
- **Average number of login to e-resources:** 05
- **Average number of e-resources downloaded/printed** : 01
- **Number of information literacy trainings organized** : 02
- **Details of “weeding out” of books and other materials :**

Sl.No	Date	No. of Books
1.	31-03-1994	1651
2.	31-03-1997	113
3.	17-10-1998	418
4.	25-03-1999	940
5.	31-12-2008	856

4.2.6 Give details of the specialized services provided by the library.

- * **Manuscripts** : No
- * **Reference** : 400
- * **Reprography** : Available
- * **ILL (Inter Library Loan Service)** : Yes
- * **Information deployment and notification (Information Deployment and Notification)** :No
- * **Download** : Yes
- * **Printing** : Yes
- * **Reading list/ Bibliography compilation** : No

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- * **In-house/remote access to e-resources:** Yes
- * **User Orientation and awareness :**Yes
- * **Assistance in searching Databases:** Provided/ available
- * **INFLIBNET/IUC facilities :** Available

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The library staffs are very helpful to the user in identifying specific books.
- They help in taking a copy of the required material.
- They provide information about new arrivals and display them on the notice board of the library.
- They display paper clippings about university exams, employment on notice board.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- Priority is given to the physically challenged persons at the time of issue of books.
- Personal attention is paid for their comfort when they visit the library.
- An attendant helps and guides the students to reach the place of their choice in the library.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes.

Feedback is obtained in the Suggestions book kept in the library from regular users. The feedback is analyzed the outcome discussed in the Library Advisory Committee and the solutions are implemented for the improvement of library services.

4.3. IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system):

- **Computer-student ratio : 1:1**
- **Stand alone facility : Available**
- **LAN facility : Available**
- **Licensed software:** Microsoft Campus License.
- **Number of nodes/ computers with Internet facility:** All computers
- **Any other :**

Servers	<p>Windows 2003 Server- 1 No. Xeon HP-ML350 P4 - 3GHz Dual , 4GB DDR2 RAM, SCSI 146.8 GB x 3 Hot swappable HDD FDD,DVD-RW, 17"COLOR MONITOR, KEYBOARD, OPTICAL MOUSE INTEGRATED NIC 2 Nos. (100Mbs, 1Gbs)</p>
	<p>Windows 2003 Server - 1 No. Xeon HP-ML350 P4 - 3GHz Dual , 2GB DDR2 RAM, SCSI 146.8 GB x 3 Hot swappable HDD FDD,DVD-RW, 17"COLOR MONITOR, KEYBOARD, OPTICAL MOUSE INTEGRATED NIC 2 Nos. (100Mbs, 1Gbs)</p>
	<p>Novell 4.1 Server - 1 No. PENTIUM 4 - 1.5GHz, 256 MB SD RAM, 40 GB HDD,FDD,NIC CD ROM, 15" COLOR MONITOR, KEYBOARD, MOUSE</p>
	<p>Internet Server - 1 No. PENTIUM 4 - 3GHz, 1Gb DDR, 80 GB HARD DISK, DVD WRITER, 17"SONY TFT MONITOR, KEYBOARD, 100 Mbps, 1Gbs LAN</p>

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	CARDS, FLOPPY DRIVE
	Web Server - 1 No. PENTIUM 4 -C2D 2.93GHZ, 4Gb DDR3 RAM, 500 GB HARD DISK, DVD WRITER, 17"SONY TFT MONITOR, KEYBOARD, 1Gbs LAN CARD,
Computer Systems - 32	PENTIUM 4 -C2D 2.93GHZ, 4Gb DDR3 RAM, 500 GB HARD DISK, 17"SONY TFT MONITOR, KEYBOARD, 1Gbs LAN CARD
	PENTIUM 4 - 3GHz, - 14 Nos. 256 MB DDR RAM, 80 GB HARD DISK, COLOR MONITOR, KEYBOARD, MOUSE, 100 Mbps LAN CARD, FLOPPY DRIVE
	PENTIUM 4 - 1.5GHz, - 5 Nos. 128 MB SD RAM, 40 GB HARD DISK, COLOR MONITOR, KEYBOARD, MOUSE, 100 Mbps LAN CARD, FLOPPY DRIVE
Software:	System Software : Novell Netware 4.1 Windows 2003 Server Windows NT Server Windows XP professional Windows 2000 Professional Windows 98
	Application software: Oracle 9i Microsoft Office 2000 Visual studio 6.0 Shree lipi 5.0

	Turbo C++ Symantec Antivirus
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4.3.2. Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- Faculty of every department is provided with Computer with Printer and internet facility.
- Two computer labs are established with 3 Servers
- High speed internet with 10 mpbs speed is available for the use of staff and students.
- Wi – Fi facility is provided.

4.3.3. What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- The institution upgrades computer systems with better configuration as and when necessity arises. The expenditure is met from the available budget under the contingency and equipment of the institution.

4.3.4. Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

- The Annual Maintenance Contract (AMC) facility is not opted by the institution since separate budgetary allocations are not available. The institution upgrades computers with better configuration as and when necessity arises. The expenditure is met from the available budget under the contingency and equipment.

S. No	Name of the Item	2009-10 Amount (Rs)	2010-11	2011-12	2012-13	2013-14
1	Procurement	1,60,000	1,87,000	1,94,000	2,07,000	2,40,000
2	Up gradation	58,500	63,400	64,700	70,200	89,620
3	Maintenance	20,600	21,700	24,350	30,460	42,890

4.3.5. How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- The teaching staff members use the existing computer facilities for the purpose of developing Power point presentations and teaching material for their regular teaching. The computer department assists them in the preparation.
- Staff prepares their research articles and seminar presentations with the help of the ICT facility available with the college.
- Students browse the net for the information they require to prepare their articles, projects etc.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching -learning resources, independent learning, ICT-enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Every department of the institution have developed some power point presentations, Audio books, video lessons and notes. These resources of ICT are available for the students in the concern department and also in college website. Students can access them whenever required.

4.3.7. Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The institution avail the National Knowledge Network connectivity through the affiliating university.

4.4 Maintenance of Campus Facilities

4.4.1. How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

S.No	Name of the Item
1	Building
2	Furniture
3	Equipment
4	Computers
5	Vehicles
6	Any other

The budget allocation for maintenance of infrastructure for the last four years is as follows:

S. No	Name of the Item	Amount spent in Rs.			
		2010-11	2011-12	2012-13	2013-14
1	Building	2,30,000	2,20,000	2,80,000	3,10,000
2	Equipment	86,000	72,000	89,000	96,000
3	Computers	77,000	83,000	90,000	1,10,000

a) Building:

- i. The college is sanctioned and utilized Rs. 2,40,00,000 from the U.G.C. for the construction of a Women's hostel in the campus during the year 2009-13.
- ii. Improvement of facilities for Ladies' Toilets is done with Rs. 10,00,000 Lakhs sanctioned by the UGC.
- iii. Existing old toilets are rejuvenated with tiles, new flooring and seats etc. during the year 2009-2013.

b) Furniture:

- i. Purchased computers and 80 chairs for the new labs from the funds UGC and management during 2009-2013.

c) Computers:

- i. Procured 03 Servers and 1 thin client, 20 UPSs from Accumulated Spl. fee funds in 2009-2013 obtaining permission from the CCE, A.P., Hyderabad.
- ii. Purchased 20 systems and 40 printers from U.G.C.XI Plan funds in 2009 2013.

4.4.2. What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The college utilizes its Accumulated special fee fund towards expenditure for the maintenance and upkeep of the infrastructure, facilities and equipment of the college with the permission of the CCE, AP, Hyderabad.
- The 2 labs with 2 Servers and 3 thin clients are established utilizing accumulated special fee fund of the college.

4.4.3. How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- Annual verification committee points out the defects, if any, of the equipment/instruments of the college. They are notified to the Principal for necessary rectification measures.

4.4.4. What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

Criterion IV: Infrastructure and Learning Resources

- Sensitive equipment is placed in small rooms isolated from the departments. To prevent voltage fluctuations stabilizers, proper earthing are provided.
- For constant water supply water tank is constructed in 2009 with 10,000 liter capacities. Besides, 02 bore wells with one hand pump are facilitated in 2009 to see water is constantly available.
- The power generation by DG Set and distribution in the campus is taken care of by the Department of Electronics in the institute with the help of Electrical Maintenance team consisting of electricians.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Criterion V: STUDENT SUPPORT AND PROGRESSION

5.1 STUDENT MENTORING AND SUPPORT

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes

The institution publishes its updated prospectus, handbook and supplies them to the students.

- General information about the college, Vision, Mission, Goals and Objectives of the institution.
- How the college differs from the other institutions.
- Faculty and Facilities
- Information about the admission procedure
- Rules and Regulations
- Library, various activities
- Versatility of the college

Academic calendar is followed strictly as prescribed by the university. Admissions are made by an admission committee strictly following the State Government rules and regulations. Regular staff council, Administrative council and student's council will meet to find the solutions for academic and administrative problems. Class tests, term exams, Pre-public examinations will be conducted to assess the student's performance; the answer scripts will also be given to the students to rectify the lapses. College follows rules strictly.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The institutional scholarships were given to the students during the last four years.

- All eligible students will get State Government Scholarships
- Best NSS students. cash prizes by the Management.
- Best NCC students' cash prizes by the Management.
- Best sports students' cash prizes by the Management.
- Endowment cash prizes
- Freeships for poor students by alumni.

Sl. No	Year	State Govt. Scholarships	
		No. of Students	Total Amount (in Rupees)
1.	2007-08	1000	26,89,291
2.	2008-09	1020	26,29,238
3.	2009-10	1100	24,54,857
4.	2010-11	1300	55,08,415
5.	2011-12	1200	37,81,547
6.	2012-13	1000	53,77,416
7.	2013-14	876	30,59,775
TOTAL		7496	2,55,00539.00

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

About 80 per cent of students benefited by the financial assistance by the Government/Management.

Five students got merit scholarship from MHRD in the year 2013-14.

5.1.4 What are the specific support services/facilities available for

- ✓ **Students from SC/ST, OBC and economically weaker sections**
- ✓ **Students with physical disabilities**
- ✓ **Overseas students**
- ✓ **Students to participate in various competitions/National and International**
- ✓ **Medical assistance to students: health centre, health insurance etc.**
- ✓ **Organizing coaching classes for competitive exams**
- ✓ **Skill development (spoken English, computer literacy, etc.,)**
- ✓ **Support for "slow learners"**
- ✓ **Exposures of students to other institution of higher learning/ corporate/business house etc.**
- ✓ **Publication of student magazines**

- Students from SC/ST/OBC/ and EBC are getting remedial coaching.
- Students with Physical disabilities are provided with ramp facility. Classes are conducted in the ground floor for them.
- Students whom are participating in National competition are well supported and getting cash prizes.
- College is providing Medical assistance to students at free of cost.
- Primary coaching classes for competitive examinations.
- Spoken English, Tally, Multimedia course are being conducted for skill development.
- Institutional coaching is being given to "Slow learners"

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

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- Guest lectures were arranged on personality development.
- Training programmes were arranged on communication skills.
- Yoga classes were conducted for sound mind and body.

The above efforts gave a positive result; students are getting jobs and self-employments.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * **additional academic support, flexibility in examinations**
- * **special dietary requirements, sports uniform and materials**
- * **any other**

Academic support:

- Study material in some subjects is provided and more examinations are being conducted regularly.
- Term exams are conducted.
- Pre-final exams are conducted.
- Extra classes, practicals are arranged for the students those are participating in sports, games and cultural activities.

Extracurricular and co-curricular activities:

- Motivation will be given to the students to participate in extracurricular activities such as Quiz, Debate and Cultural competitions.
- Students with creative works are encouraged.
- Various competitions like debate, painting, singing, folk dance, mono action, rangoli are conducted; students are well supported and encouraged to participate in cultural events at Institutional level, Mandal level and University level.

Sports uniform:

- Uniforms, sport shoes will be given to the sports persons.

Diet:

- Eggs, fruits, Ragi malt, milk and other seasonal nutrition food will be provided to sports students.
- TA and DA will be provided to the participants.
- Special cash prizes will be awarded for outstanding sports persons by the management.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

- Students are provided with study material.
- Special guidance is given how to prepare.
- Notifications of employment are displayed in the college notice board and on library notice board.
- Campus selections are arranged with companies.
- The college has applied for UGC scheme coaching for entry in services to provide more effective support.
- General knowledge, Test of reasoning coaching classes are conducted with the help of Institute of management Study (IMS), Mumbai (HO) on Sundays in the college campus.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- Academic
- Career
- Discipline
- Motivational

- Personal counseling services are available to students by staff and external experts to help the students.

5.1.8 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Yes.

CAREER GUIDANCE CELL

The career guidance cell provides relevant academic and career information to enable Students to make informed decisions along the way. Our focus is to provide learning/training opportunities in the areas of academic, career and personal/ social development and to prepare students to meet their future challenges.

The career guidance cell of the college is constituted with a placement officer and faculty members of the college to provide necessary guidance and information to the students in shaping the future career. The team keeps up to date with employment trends and options to ensure quality advice to students.

The Cell also organizes Workshops and Seminars on Personality Development, Interpersonal Relationship, Communication Skills, Interview Skills and Presentation Skills to enable the all round development of individuals.

Eminent resource persons from various sectors and esteemed institutions are invited for providing training to the students.

The Career Guidance Cell has been catering to the needs of students with the following objectives:

- To conduct a survey among students on their career options.
- To organize programmes to create awareness about the importance of higher studies in India and Abroad.

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- To conduct Orientation Programmes for freshers.
- To organize and offer various programmes on Personality Development, Soft Skills and Communication Skills.
- To organize Pre Placement Training Programmes to enable students to showcase their skills during the Interview.
- To provide available updated information about jobs /positions/opportunities.
- To conduct career development seminars and workshops.
- To provide necessary literature /brochure/information.
- To organize awareness campaigns.
- To mobilize resources for needy students to apply for jobs.
- To organize lectures on career development by subject experts for students.
- To train the students in personality development and communication skill

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the institution has a student grievances redressal cell. Dr.P.C.Sai Babu, Reader in Commerce, Dr. V.Jhansi Vani, Reader in Telugu are in-charge.

Sl.No	Date	Name of the student	Class	Grievance and Action taken
1.	20-08-2008	Ganga Sri	II B.Sc	Drinking water problem. Action: drinking water facility provided in many places in the campus.
2.	24-09-2008	V.Kirthika	II B.Sc CBZ	Bad maintenance of Urinals

Criterion V: Student Support and Progression

				Action: Scavenger went on leave, So substantiate arrangements were made with hostel scavenger
3.	14-10-2008	A.Siva Reddy	I B.Sc MPC	Dust on benches Action: Measures were taken to clean all class rooms carefully
4.	10-07-2009	KVSNL Kumari	II B.Sc	Drinking water problem Action: Pump was replaced, regular supply of water is ensured
5.	01-10-2009	K.Sundara Reddy	I B.Sc	Painting for bad black boards Action: Painting of black boards done.
6.	11-11-2010	M.Sultana	III B.Sc	Request for repair of bathrooms Action: Measures were taken to repair bathrooms
7.	10-08-2011	Adithya Bharadwaj	I B.Sc	Bad maintenance of Urinals in hostels Action: Arrangements were made with hostel scavenger
8.	12-08-2011	M.Pavani	III B.Sc	Request for cleaning of the campus Action: Cleaned the campus with NCC and NSS volunteers
9.	25-11-2012	K.Venkata	I B.Sc	No proper lighting in

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Criterion V: Student Support and Progression

		Rambabu	CBZ	the class rooms during study hours. Action: Tube lights are arranged in the class rooms.
10.	25-08-2013	Sundeepth	II B.Sc	Black boards in the class rooms are damaged. Action: damaged black boards were repaired.
11.	17-09-2013	Viveki	III B.Sc	Threat of honey bees. Action: Hives were removed.
12.	02-02-2013	K.Vaishnavi	II B.Sc	Drinking water problem. Action: drinking water facility provided in many places in the campus.
13.	15-07-2013	Madhusudhana Yadav	I B.Sc	Stairs are not cleaning. Action: sweeper strictly instructed to clean every day.
14.	05-08-2013	Mahesh Babu	I B.Sc	Tumblers are not available to drink water. Action: New tumblers made available to drink water.
15.	07-08-2013	J.Prasad Reddy	I B.Sc	Problem at Bicycle stand to park. Action: An attender kept there during college working hours for proper parking of bicycles.
16.	20-11-2013	P.Avinash	I B.Sc	No proper lighting in class room. Action: Tube lights are repaired.

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5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

- a. Counseling by the teachers.
- b. Posters against eve teasing and anti ragging displayed in different parts of the campus.
- c. Security personnel are the institutional provisions for resolving issues pertaining to sexual harassment
- d. Creating awareness among the students of both boys and girls regarding latest laws about sexual harassment in the inaugural meeting for the freshers.
- e. Counseling will be given to the trouble makers and their parents will be informed the same.
- f. Use of cell phone is prohibited on the college campus.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, there is an Anti-ragging committee in the college. The committee consists of the following members for the year 2010-11

Sl No	Name of the faculty	Designation	Status
1.	Smt. M.Sarah Niveditha	Principal	Chairperson
2.	Sri.P.Anjaneyulu	Vice Principal	Convener
3.	Dr.R.Sreenivasa Rao	Incharge, Dept. of Chemistry	Member
4.	Smt.K.Nirmala	Incharge, Dept. of Economics	Member
5.	Sri.C.Manikya Rao	Incharge, Dept. of Mathematics , ANO	Member
6.	Sri.K.Vijya Babu	Incharge, Dept. of Physics	Member
7.	Smt.K.Jaya Prasanthi	Lecturer	Member

Members of anti-ragging committee for the year 2011-12

Sl No	Name of the faculty	Designation	Status
1.	Smt. M.Sarah Niveditha	Principal	Chairperson
2.	Sri.P.Anjaneyulu	Vice Principal	Convener
3.	Dr.R.Sreenivasa Rao	Incharge, Dept. of Chemistry	Member
4.	Smt.K.Nirmala	Incharge, Dept. of Economics	Member
5.	Sri.C.Manikya Rao	Incharge, Dept. of Mathematics , ANO	Member
6.	Sri.K.Vijya Babu	Incharge, Dept. of Physics	Member
7.	Smt.K.Jaya Prasanthi	Lecturer	Member

Members of anti-ragging committee for the year 2012-13

Sl No	Name of the faculty	Designation	Status
1.	Smt. M.Sarah Niveditha	Principal	Chairperson
2.	Sri.P.Anjaneyulu	Vice Principal	Convener
3.	Dr.R.Sreenivasa Rao	Incharge, Dept. of Chemistry	Member
4.	Smt.K.Nirmala	Incharge, Dept. of Economics	Member
5.	Sri.C.Manikya Rao	Incharge, Dept. of Mathematics , ANO	Member
6.	Sri.K.Vijaya Babu	Incharge, Dept. of Physics	Member
7.	Smt.K.Jaya Prasanthi	Lecturer	Member

Members of antiragging committee for the year 2013-14

SI No	Name of the faculty	Designation	Status
1.	Smt. M.Sarah Niveditha	Principal	Chairperson
2.	Sri.P.Anjaneyulu	Vice Principal	Convener
3.	Dr.R.Sreenivasa Rao	Incharge, Dept. of Chemistry	Member
4.	Smt.K.Nirmala	Incharge, Dept. of Economics	Member
5.	Sri.C.Manikya Rao	Incharge, Dept. of Mathematics , ANO	Member
6.	Sri.K.Vijaya Babu	Incharge, Dept. of Physics	Member
7.	Smt.K.Jaya Prasanthi	Lecturer	Member

The committee will monitor the campus to prevent ragging. As the college campus under keen observation and discipline no such incidents had happened so far.

Activities of antiragging committee are

Date		Activity
12-09-2011	:	Awareness about antiragging created.
24-07-2012	:	Students are educated about bad effects of ragging and punishments.
07-11-2012	:	Seminar on Human values and Ethics conducted.
05-08-2013	:	General awareness about ragging and oath by students not to practice it.
29-07-2014	:	Meeting on antiragging arranged, students are educated to not practice it.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

For the welfare of the students the institute has taken up in organizing some guest lectures regarding positive thinking, AIDS awareness, Blood donation, tree plantation, awareness about environment, Social services etc.,

- Social welfare Scholarships by state Government
- Remedial coaching
- Remedial coaching for SC/ST /BC
- Endowment cash prizes (Academics)
- Merit scholarships by MHRD.
- Applied for UGC sponsored coaching for entry in services scheme.

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

The institution has an Alumni Association. The Association periodically holds meetings and helps the college administration with positive suggestions.

Activities:

- The alumni association conducts various training programmes.
- It helps in arranging free medical camps for students.
- It gathers feedback from the stakeholders, give suggestions to college management.
- It helps in arranging campus selections.
- It arranges conferences.
- It gives suggestions for overall development of college.
- It provides financial support to poor students to some extent.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

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	2010-11	2011-12	2012-13	2013-14
UG to PG	37 %	44 %	39 %	45 %
PG to M.Phil	2 %	5 %	3 %	5 %
PG to Ph.D	0 %	0 %	0.5 %	0.5%
Employed	33 %	25 %	33 %	30 %

On an average, 41% of the students pursue higher studies, 0.25% for Research (M.Phil, Ph.D.). Nearly 30% of students wish to go B.Ed. courses to settle as teachers and 30% for outsourcing jobs.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Examination Results (data of past five years)

RESULTS	UG				
	2010	2011	2012	2013	2014
Pass Percentage	57	55	59	54	59
Number of First Classes	68	60	49	41	57
Number of Distinctions	6	8	10	5	12
Ranks (if any)	-	-	-	-	-

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- Motivation by the Teachers
- Inculcating research interest through project works
- Giving coaching through Entry-in-services
- Career guidance and Placement cell of the institution help the students.

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- Special care for slow learners.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The Bapatla College of Arts and science has taking special care to minimize the risk of failure. Some of the precautions are

- Adopting guardian / tutorial system.
- Giving Remedial coaching to academically backward students.
- Conducting class room tests, term exams and pre final exams.
- Counseling to ward.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

1. The college having a physical education department. Under this department nearly 30% of students are participating in the sports and games. We are having a vast play ground, existing with Football field, volley ball courts, kho - kho fields, kabaddi courts, ball badminton courts, hammer throw, shot put circle, discus throwing arenas, high jump, long jump pits and triple jump pits, Cricket play field etc.,
2. Wherever in the case of sports a separate 400 m standard track is available. All running, jumping, throwing events etc., are provided for the students and the students are participating up to south zone/ south & west zone/ All India Inter university tournament level every year.

Details of Participation in sports and games for the year 2012-13

Inter Collegiate Youth Sports Festival 2012-2013 organized by Govt. College for Women Guntur held at Acharya Nagarjuna University Campus

KABADDI – MEN – WINNERS

S.No.	Name of the Student	Class
1.	O.Venkateswarlu	III B.Com
2.	U.Venkateswarlu	III B.Com

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3.	P.Murali Govardhan	III B.Com
4.	M.V.Satyanarayana	III B.Com
5.	R.Tirumala Rao	III B.Com
6.	Y.Sudeer	II B.Com
7.	Kari Gopi	II B.Com
8.	U.Bala Trinath	I B.Com
9.	M.Suresh Kumar	I BA
10.	Marpu Raju	I BA
11.	P.Dayakar Reddy	I B.Sc
12.	P.Chennakesava Reddy	I B.Sc CBZ

VOLLEY BALL – WINNERS

S.No.	Name of the Student	Class
1.	M.Yesu Reddy	III BA
2.	Y.Ashok Reddy	III B.Sc
3.	S.Vijaya Kumar	III B.Sc
4.	K.Srikanth Reddy	II BA
5.	G.T.Venkanna	II BA
6.	R.Tirupathi Reddy	II BA
7.	O.Samara Simha Reddy	I B.Com
8.	A.Bharath	I BA
9.	P.Tirupathi	II BA
10.	M.Yatendra Reddy	I BA
11.	U.Govardhan	II B.Sc
12.	B.Venkateswara Reddy	I BA

Inter Collegiate Youth Sports Festival 2012-2013 organized by Govt. College for Women Guntur held at Acharya Nagarjuna University Campus

ATHLETICS

S.No.	Name of the Student	Event
1.	G.Venkateswara Rao	800 m. Second Place
2.	D.Gopi	1500m. Second Place
3.	P.Veerlankaiah	Shotput First Place

4.	P.Veerlankaiah	400 m. First Place
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The following players are selected for All India Inter-University tournaments for 2012-2013 from our college represent from Acharya Nagarjuna University.

S.No.	Name of the Student	Event
1.	Raju Tirupathi Reddy	Volley Ball
2.	Gotti Venkanna	Volley Ball
3.	Y.Ashok Reddy	Volley Ball
4.	U.Venkatesh	Kabaddi
5.	O.Venkateswarlu	Kabaddi
6.	Battula Veerasekhar	Soft ball
7.	Akkala Anji Reddy	Soft ball
8.	S.Gayatri	Cross-country
9.	Gavini China Gopi	Cross-country
10.	Yarlagadda Siva Prasad	Cross-country

**VOLLEY BALL – held at PAS College – Pedanandipadu
RUNNERS-UP**

S.No.	Name of the Student	Class
1.	Mediboina Yesu Reddy	III BA
2.	Y.Ashok Reddy	III B.Sc
3.	S.Vijaya Kumar	III B.Sc
4.	K.Srikanth Reddy	II BA
5.	G.T.Venkanna Reddy	II BA
6.	R.Tirupathi Reddy	I BA
7.	O.Samarashimha Reddy	I B.Com
8.	A.Bharath Reddy	I BA
9.	P.Tirupathi Reddy	II BA
10.	M.Yatendra	I BA
11.	U.Govardhan	II B.Sc
12.	B.Venkateswara Reddy	I BA

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ATHLETICS – held at KVR, KVR & MKR College – Khajipalem

RUNNERS-UP

S.No.	Name of the Student	Class	Event
1.	V.Naresh	III B.Sc	Dechothalon – III Place
2.	P.Veerlankaiah	I B.Com	Shot put – First Place
3.	K.Mallikarjuna Rao	I B.Com	10 K.M – Second Place
4.	U.Venkatesh	III B.Com	Javelin – First Place
5.	G.Venkateswara Rao		800 Mts. – Second Place
6.	A.Nagarjuna	III B.Sc	4x400 Mts – Third Place
7.	S.Gayatri	I B.Sc	4x400 Mts – Third Place
8.	G.Srilakshmi	I B.Com	4x400 Mts – Third Place
9.	Ch.Deepika	I BA	4x400 Mts – Third Place
10.	S.Gayatri	I B.Sc	10 K.M – Second Place

SOFT BALL held at RVR&JC Engineering college, Chowdavaram – Guntur

RUNNERS-UP

S.No.	Name of the Student	Class
1.	Battula Veeraseshar	II B.Com
2.	Tata Subhash	I B.Com
3.	Akkala Venkata Durga Reddy	I B.Sc MPC (EM)
4.	Narra Gopala Krishna	III B.Com
5.	Uppiretla Govardhan	II BCA
6.	Akkala Nagaraju Reddy	II B.Sc E1
7.	Vari Uday Bhaskar Reddy	I BCA
8.	Nangu Manikanteswara Reddy	I B.Sc

9.	Kari Siva Nagendra Srikanth	I B.Com
10.	Pamiboina Venkata Nagaraju	I B.Sc MPC TM
11.	Gudipalli Gopi	II B.Com
12.	Akkala Anji Reddy	I BCA
13.	Akkala Murali Krishna Reddy	I B.Sc

The following Players/Athletes are Winners/Prize Winners in ANUIC tournaments during the year of 2012-2013

Cross-country: held at Government Degree College, Chebrolu, Guntur

- Winners in (Men Category)
- Runners-up (Women Category)

Name of the Players/Athletes – Men -12.5 K.M (Running) – Winners

S.No.	Name of the Student	Class
1.	Gavini China Gopi	III B.Com
2.	Dabbakuti Venkateswarlu	III B.Sc
3.	Boina Venkateswara Rao	I B.Com
4.	Dadi Gopi	I B.Com
5.	Burla Venkateswarlu	I B.Sc
6.	Dabbakuti Gangadhar	III B.Com
7.	Sonti Nancharaiah	II B.Sc
8.	Gavini Gopi	III B.Com
9.	Yarlagadda Siva Prasad	II B.Com

Women - 6 K.M (Running) – Runners-up

S.No.	Name of the Student	Class
1.	Akkala Nagarjuna	III B.Com
2.	Perala Lalitha	I B.Sc (CSC)
3.	S.Gayatri	I B.Sc (CSC)
4.	M.Prasanthi	II BA

Details of Participation in sports and games for the year 2013-14

Event	Participants	Class	Result / Place
Acharya Nagarjuna University Inter Collegiate Cross Country Championship for Men 12.5 km held at KVR & MKR College, Khajipalem on 19 th and 20 th September 2013.	Men 1.Y.Siva Prasad 2.D.Gopi 3.B.Koteswara Rao 4.B. Gopi 5. P.Sankara Reddy 6. K. Devadanaiah 7. M.Ratna Reddy 8. D. Rajesh 9. S. Nancharaiah 10. B.Sita Ram	III B.Com II B.Com II B.Com II B.Com II B.Com I B.Com II B.Com III B.Com III B.Sc II B.Com	II Place
Acharya Nagarjuna University Inter Collegiate Cross Country Championship for Women 6.5 km held at KVR & MKR College, Khajipalem on 19 th and 20 th September 2013.	Women 1.G.SriLakshmi 2.P.Usha Rani 3.Ch.Prasanthi 4.J.HemaLatha 5.S.Gayatri 6.M.Prasanthi	II B.Com II B.Sc II B.Sc II B.Com II B.Sc II B.Sc	III Place
Kabaddi Youth Festival organized by Govt. Degree College, Chebrole on 15 th and 16 th November 2013.	1.M.Raju 2.Y.Sudheer 3.P.Kesava Reddy 4.M.Suresh Kumar 5.J.Rosaiah 6.M.Jeeven Kumar 7.P.Devadanam 8. N.Gopaiah 9.M.VenkataSatyanarayana 10.U.Venkatesu 11.U.BalaTrinadh	III BA III B.Com II B.Sc II BA I B.Com I B.Sc III B.Com II B.Sc III B.Com III B.Com II B.Com	Winners
Volley Ball Youth Festival organized by ANUCollege of Arts, Sciences and Law,	1.G.Venkanna Tirupati 2.R.Tirupathi Reddy 3.A.Bharath Reddy 4.O.SamaraSimhaReddy 5.B.Venkateswara Reddy	III BA II BA II BA II B.Com II BA.	III Place

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ANU on 20 th and 21 th December 2013.	6.M.Yatendra Reddy 7.D.Srinivasa Reddy 8.B.Ashok Reddy 9.N.Kishore Babu 10.K.Chaitanya Reddy 11.K. Bala Raja Reddy 12.M. Srinivasa Reddy	II BA I BA I BA III B.Com III BA III BA III BA	
Soft Ball Youth Festival organized by RVR & JC College, Chowdavaram on 9 th November 2013.	1.B.Veera sekhar 2.A. Anji Reddy 3.A.Murali Krishna Reddy 4.V. Udaya Bhaskara Reddy 5.A. Veerkota Durga Reddy 6.A. Vigneswara Reddy 7.N.Srinivasa Reddy 8.T.Subhash 9.U. Govardhan 10.N.Manikanteswara Reddy 11.P.Yedukondala Reddy 12.S.Narendra 13.K.NagendraSrikanth 14.S Manisekhara Reddy	III B.Com II BCA II B.Sc II BCA II B.Sc I B.Sc I BCA II B.Com III B.Sc II B.Sc IBCA I B.Com II B.Com III B.Sc	IV Place
Athletics Organized by ANU College of Physical education on 9th, 10th, 11th December 2013.			
10000 m Run	D.Gopi	II B.Com	III Place
	B. Gopi		II Place
	G.SriLakshmi	II B.Sc	II Place
Half Marathon	B. Gopi		I Place
4 x 100 m Run	M. Ratna Reddy	I BCA	III Place
	S. Nancharaiah	III B.Sc	III Place
	P.Sankara Reddy	II B.Com	III Place
	S. Manisekhara Reddy	III B.Sc	III Place
	G.SriLakshmi	II B.Sc	III Place
	Ch.Deepika	II BA	III Place
	V.Gouthami	II B.Com	III Place
Shot put	P.Veeralkaiah	II B.Com	II Place
Discus throw	P.Veeralkaiah	II B.Com	II Place
	N. Venkatesh	I B.Sc	III place

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High jump	G. Sri Lakshmi	II B.Sc	II Place
All India Inter-university level			
<ul style="list-style-type: none"> D.Gopi – II B.Com, B.Gopi – II B.Com, Y.Siva Prasad – III B.Com and B.Gopi – II B.Com selected for ANU Cross-country team and participated in All India Inter-university held at Udaipur, Rajasthan, and Rajasthan State. Gavini Srilakshmi selected for All India participated Inter University held at Udaipur Rajasthan, Rajasthan State. 			

The following students are the Prize Winners in the Respective Annual Competitions for the year 2011-12

Name of the Competition	No. of students participated	Place	Name/s of the winner/s
Painting	15	I Place	Y.Gopi Raju - I B.Com
		II Place	B.Dinesh – II B.Com
		III Place	K.Sai Sowmya – III B.Sc
Essay writing	57	I Place	V.Naresh – III B.Sc
		II Place	S.Hari Krishna – III B.Sc
		III Place	K.Prasanth – III B.Sc
Vocal Songs (Girls)	23	I Place	M.Vyshnavi - I B.Com
		II Place	P.Santhi – II B.Com
Skit	38	I Place	G.Sreekanth - III B.Sc
		II Place	S.Hari Krishna – III B.Sc
		III Place	K.Prasanthi - III B.Sc
Elocution	20	I Place	K.Sai Sowmya – III B.Sc
		II Place	V.Naresh – III B.Sc
		III Place	N.Adithya Bharadwaj II B.Com
Dance	65	I Place	P.Siva Naga Raju – I B.Com K.Bala Gopi
		II Place	K.Sai Sowmya – III B.Sc M.Vyshnavi – I B.Com
		III Place	B.Rajesh – I B.Com
Quiz	6 Teams	I Place	K.Prasanth – II B.Sc G.Sreekanth – II B.Sc S.Hari Krishna – II B.Sc
		II Place	B.Rajesh Babu – III B.Sc Ch.sampath – III B.Sc V.Naresh – III B.Sc
		III Place	Y.Naga Raju – III B.Sc S.Kranthi Kumar – III B.Sc P.Naga Raju – III B.Sc

The following students are the Prize Winners in the Respective Annual Competitions for the year 2012-13

Name of the Competition	No. of students participated	Place	Name/s of the winner/s
Painting	15	I Place	Sreenu II B.Com
		II Place	Yamuna III B.Sc
Essay writing	50	I Place	Sk.Asif II B.Sc Adithya Bharadwaja III B.Com
		II Place	Sreenu II B.Sc
Vocal songs	25	I Place	Sri ram I B.Sc
Rangoli	35	I Place	Yamuna III B.Sc
Karra samu	10	I Place	S.Nancharaiah III B.Sc
Dance	65	I Place	Rajesh II B.Com
		II Place	Gopinadh II B.Com

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Event	Level (State/University/Dist.)	Name of the participant	Place won
Karrasamu	State level by AP State Youth	S.Nancharaiah III B.Sc	I Place
Dance	State level by AP State Youth	Rajesh	I Place
Folk dance	Acharya Nagarjuna University Level	1.P.Vasu I B.Sc 2. Sreenu III B.SC 3.S.Nancharaiah III B.Sc 4. Gopi III B.Sc 5. Uma Mahesh III B.Sc	I Place
Essay writing Competition	District level in connection with Voter's day	Sk. Asif II B.Sc	I Place
		Nancharaiah III B.Sc	II Place
Debate Competition	District level in connection with Voter's day	Sk. Asif II B.Sc	I Place
Essay writing Competition	District level at Women's college, Guntur	Sk. Asif II B.Sc	I Place
Elocution	District level at	Sk. Asif II B.Sc	I Place

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Criterion V: Student Support and Progression

Competition	Women's college, Guntur		
One act play	District level at Women's college, Guntur	Sk. Asif II B.Sc Sreenu II B.Sc Nancharaiah III B.Sc Gopinadh II B.SC	I Place
Elocution	District level at Women's college, Guntur	Adithya Bharadwaja III B.Com	I Place
Painting	District level at Women's college, Guntur	Yamuna III B.Sc	II Place
Karate	District level at Women's college, Guntur	Nancharaiah III B.Sc	Gold medal
Elocution	District level competitions conducted by Red Ribbon Club, Guntur	Adithya Bharadwaja III B.Com	I Place
Debate (English)	District level competitions conducted by Red Ribbon Club, Guntur	Sk. Asif II B.Sc	I Place
One act play	District level competitions conducted by Red Ribbon Club, Guntur	Sk. Asif II B.Sc Sreenu III B.Sc Nancharaiah III B.Sc Gopinadh II B.SC Srinivas II B.Sc	I Place
Vocal Songs	District level competitions conducted by Red Ribbon Club, Guntur	Sri Ram	I Place
Karra samu	District level competitions conducted by Red Ribbon Club, Guntur	Nancharaiah III B.Sc	I Place

DETAILS OF CULTURAL ACTIVITIES WON BY STUDENTS OF BCAS IN THE YEAR 2013-14

Event	Level (State/University/Dist.)	Name of the participant/s	Class	Result/Place won
Singing competition	ANU intercollegiate Youth Festival from 7 th -	1. Pavan sriram	I B.Sc	II Place

	9 th Jan.2014.			
Quiz	ANU intercollegiate Youth Festival from 7 th - 9 th Jan.2014.	1. Sk.Asif Basha 2. Srinu	III B.Sc	III Place
Folk dance	ANU intercollegiate Youth Festival from 7 th - 9 th Jan.2014.	1. P.Vasu 2. N. Nancharaiah 3. T. Srinu 4. P. Gopi Raju 5. N. Gopi 6. P. Madhu	I B.Sc III B.Sc III B.Sc II B.Sc II B.Sc II B.Sc	I Place
Competitions organized by RamaKrishna Seva samithi, a voluntary organisation at Zonal level				
1.	Spot Paining	Y.Gopi Raju	II B.Com	I prize
2.	Skit	1.Sk.Asif Basha 2.P.Naveen 3.P.Srinu 4.Sundeeep 5.RaviKiran	III B.Sc II B.Sc II B.Sc I B.Sc II B.Sc	I Prize
3.	Elocution (English)	1. Sk.Asif Basha 2.P.Srinu	III B.Sc II B.Sc	I Prize III Prize
4.	Debate	1. Sk.Asif Basha 2. P.Srinu	III B.Sc II B.Sc	I Prize II Prize
5.	Debate (Telugu)	P.Srinu P. Naveen	II B.Sc II B.Sc	I Prize II Prize
6.	Singing	P. SriRam P. Naveen	I B.Sc II B.Sc	I Prize II Prize
7.	Quiz	1. Sk.Asif Basha 2. P.Naveen 3. P.Sreenu	III B.Sc II B.Sc II B.Sc	I Place
8.	Folk dance	P.Vasu V.Revathi	I B.Sc II B.Com	I Place Consolation

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The important feedbacks are analyzed and rationalized in terms of the vision - mission-goals and objectives of the institution and used for the betterment of the institution and its stakeholders.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution and management appreciates the students as well as staff who achieve success in their competitions or in any event through the publication on notice boards and classroom notices.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, the college has a student council. Selection of the student council takes place on the basis of merit students who secured highest marks in the previous academic year in academics, sports, NCC and NSS. The Students Council is being given importance in taking decisions in academic matters, administrative and cultural affairs.

The activities of the committee:

- 1) Academic problems should be brought to the notice of the principal and see that they should be solved
- 2) Problems relating to library
- 3) Problems relating to discipline
- 4) Problems relating to the cleanliness of the campus
- 5) Problems relating to the conduction of examinations
- 6) Problems relating to hostels
- 7) Problems relating to scholarships
- 8) Problems relating to students concessions

Funding:

Whenever there is need, the management will provide finance.

The students' Academic council for the year 2011-12 is constituted with the following students

Sl.No	NAME	CLASS	GROUP	CRITERIA
1.	E.Krishna Ram	III B.Sc	MPC	Top merit student
2.	K.Sundara Reddy	III B.Sc	ECS	Top merit student
3.	V.Naga Swapna	III B.Sc	CSC	Top merit student
4.	D.Meenakshi	III B.Sc	Statistics	Top merit student
5.	M.Sultana	III B.Sc	Micro.	Top merit student
6.	V.Veeranjaneyulu	III B.Sc	CBZ	Top merit student
7.	T.Gangasri	II B.Sc	MPC	Top merit student
8.	S. Mounika	II B.Sc	CSC	Top merit student
9.	K.Venkata Rambabu	II B.Sc	CBZ	Top merit student
10.	M. Pavani	II B.Sc	ECs	Top merit student
11.	M.NagaRaju	I B.Sc	BCA	Top merit student
12.	N.Auditya Bhardwaj	II B.Com		Top merit student
13.	Anjali	I B.ComCA		Top merit student
14.	S.Gayatri	II B.Sc	MPC	Sports &Games

The students' Academic council for the year 2013-14 is constituted with the following students

Sl.No	NAME	CLASS	GROUP	CRITERIA
1	N. Gayathri Devi	III B.Sc	MPC	Top merit student
2	N.Harika	III B.Sc	Stat	Top merit student
3	A. Annapurna	III B.Sc	ECs	Top merit student
4	Sd.Shalima	III B.Sc	CBZ	Top merit student
5	D.Muindra	III B.Com		Top merit student
6	P.Vamsi Mohan	III B.Com	Comp	Top merit student
7	J.Ajisha	III BA		Top merit student
8	T.Anki Reddy	II B.Sc	CSC	Top merit student
9	G.Naga Lakshmi	II B.Sc	MPC	Top merit student
10	T. Divya	II B.Sc	ECs	Top merit student
11	P.Lakshmi Sai Prasanna	I B.Sc	CBZ	Top merit student
12	N.Vijaya durga	I B.Sc	MPC	Top merit student
13	K.Mani Ram Kumar	I B.Sc	CSc	Top merit student
14	A.Swapna	I B.Sc	ECs	Top merit student
15	Ch. Alekhya	I B.Sc	Stat	Top merit student
16	N.Swathi	II B.Com		Top merit student
17	N. Adithya Bharadwaj	III B.Com		Top merit student
18	N. Emmanuel Murthy	I B.A		Top merit student
19	P.Aavinash	I B.Sc	CBZ	NSS
20	O.Venkateswarlu	III B.Com		Sports &Games

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

- IQAC
- House Examination Committee.
- Anti Ragging Committee.
- Redressal and Grievance Cell.
- Women empowerment cell.
- Student Advisory Body
- Merit student's council.
- Discipline committee.
- Sports and Games committee

- Cultural activities committee.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The institution has evolved a network with the Alumni to share their views with the present students for motivation and they also help in mobilizing the funds from the State Government. The former faculty members expertise will be used for the growth of academic development of both the teachers and the students

Any other relevant information regarding Student Support and Progression which the college would like to include.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The institution has the Vision and Mission.

Vision:

The college vision is to provide Effective and transparent leadership in the institution.

Mission:

1. Decentralization of administration.
2. Taking decisions without delay.
3. Review and follow up of various activities.
4. Proper utilization of funds.
5. Regular internal audit.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Management's Commitment is immense with regard to leadership – role and involvement for effective and efficient teaching - Learning processes.

- Special coaching to the Poor & Slow learners.
- Incentives to the Best Top Students.
- Providing Jobs to the Best Old Students.
- Providing space to Guest Lectures, Student Organized Seminars, National level seminars and College Level Seminars.
- Inculcating basic research at the student level by student projects.

6.1.3 What is the involvement of the leadership in ensuring:

- **the policy statements and action plans for fulfillment of the stated mission**
 - **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
 - **Interaction with stakeholders**
 - **Proper support for policy and planning through need analysis ,research inputs and consultations with the stakeholders**
 - **Reinforcing the culture of excellence**
 - **Champion organizational change**
-
- IQAC, Executive Council, Staff Council prepares action plan for every academic year to achieve its mission, and it will be discussed at the staff council to have common action plan for the institution.
 - Each department will frame their academic plans to complete their prescribed syllabus, arrange various programmes like classroom seminars, guest lectures, and workshops.
 - Student's council, Alumni, Parents, elite of the town are also involved for planning of the academic and administrative programmes of the institution.
 - Review meeting will be conducted each term with faculty and students for analysis of the policies and programmes in consultation with the stake holders.
 - The management and administration will review organizational and infrastructural facilities and will suggest changes in the organization based on the need.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

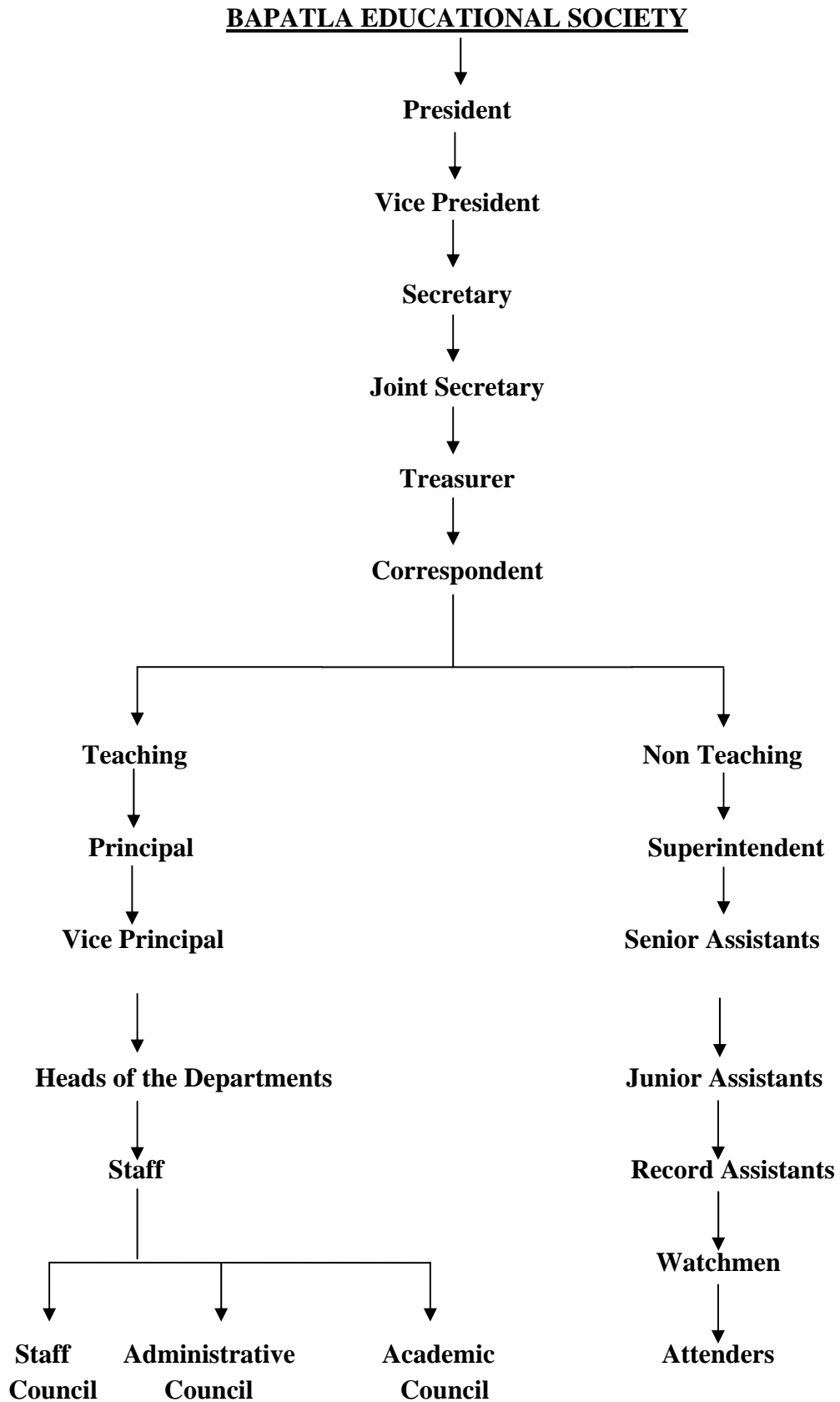
- 1) The Management, the Head of the Institution gets adequate information through Students feedback, Student's Council, Merit Student's Council, Administrative Council, Academic Council, Staff Council, Staff Association, Parents Association and sometimes through

personal contacts with the students to review the activities of the institution.

- 2) The Head of the Institution/the Principal holds a meeting of the Staff Council at the beginning of the academic year to review the work and programmes held in the previous year and prepare the annual academic plan and nominates various committees like Admission Committee, Attendance monitoring Committee, Cultural Committee, Hostel Advisory Committee, Examination Committee, Magazine Committee, Library Committee, Sports Committee, Disciplinary Committee, Anti ragging Committee, Women empowerment Cell etc. with the members of the Teaching Staff and students. The Principal is the Chairman of these Committees and one senior staff member will act as the Convener with some lecturers and students as members. The meetings of the Staff Council and Administrative Council will be periodically held for assessment.
- 3) Each committee will have its own action plan and they meet regularly to achieve their targets. Finally all these action plans will be present in the staff council for consideration.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The Management has dedication, commitment to translate its vision and mission, for which it was set up. The management provides leadership to staff. The organization chart of the Bapatla Education Society as follows.



6.1.6 How does the college groom leadership at various levels?

The college grooms leadership at various levels-like Heads of the Departments, and Conveners of various committees.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- The college is fully decentralized and deposes the senior teacher of each department as its head and provides liberty to Heads of Departments for smooth functioning.
- Head of the department will chalk out plan of action that to be executed according to the curriculum along with fellow lecturers of the department.
- He will review activity of their department and submits report to the Principal.
- He will look after the needs of department and bring to the notice of college administration.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

The college promotes participative management culture. The Institution has effective internal co-ordination with the Heads at the departmental level. Disciplinary Committee, Hostel Advisory Committee at the institutional level. The Management meets frequently with the staff on all the Academic, Administrative and Financial matters give suggestions to reach the goal.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, a policy is made to relate teacher's individual and collective contribution for development of institute, which links academic outputs like student results, overall performance of students, involvement in teaching and administration, participation and

presentation of technical papers in state / national level conferences, acquiring higher degrees, guiding and counseling students.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college has a perspective plan for development.

- i. The objectives will be communicated and deployed to all levels through meetings and periodical discussions.
- ii. Meetings will be held between the Management/ Principal/ Heads/ Incharge of the department, staff and students are conducted for this purpose.
- iii. Feedback is discussed.
- iv. Remedial steps needed to improve quality is taken by distributing responsibilities and its implementation is monitored.

6.2.3 Describe the internal organizational structure and decision making processes.

The management conducts meetings with various committees every year at end of the academic year such as Admission Committee, Discipline Committee, Magazine Committee, Student Advisory Committee, Cultural Committee, Academic Committee, Hostel Advisory Committee and Research Committee gathers information and asks suggestions about various problems and the actions to be taken to implement for the development of institution.

The college administration will hold meetings with various committees now and then and reviews their activities and give suggestions for better implementation.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**
- **Research & Development**
- **Community engagement**
- **Human resource management**

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- **Industry interaction**

- 1) For teaching and learning the teachers prepare Academic Calendar, Teaching plan, Teaching notes and it will be review at Departmental level and necessary correction will be made and same will be presented to the administrative council for ratification. Each Department conducts class room seminars and students organized seminars occasionally. Student's projects are also conducted. This will serve to improve the quality of teaching and learning for the institution.
- 2) A research committee is constituted in the institution which will monitor research activities in advanced studies through minor, major research projects for teachers. This committee provides information about various agencies that are offering financial assistance for research, guides and monitors the proposals.
- 3) The institution has Red ribbon club (a voluntary blood donation club), NSS and NCC units which will cater to the needs of the deprived sections and farming community in and around Bapatla. The college holds talks on various issues like Human rights, consumer rights etc to create awareness.
- 4) The management and administration periodically will meet different wings of the institution teaching, non-teaching and students to review quality improvement of the institutions and maintenance good relations with give and take policy.
- 5) The institution is associated with The Forum for Better Bapatla, a voluntary organization that works for better Bapatla in the fields of health and hygiene, sanitation, environment, literature and culture. With this forum institution work for Better Bapatla.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

On the basis of the feedback and personal contacts with the students, and faculty the information is collected by the Head of the Institution and communicated to the Top Management and the stakeholders. Every information about the institution will bring to the notice of top management for their suggestions. Information regarding academic and

administrative will be informed to stakeholders also.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management will encourage and support staff. The management involves staff members in various activities of the college for its development. Suggestions are accepted from staff members to improve quality of teaching and also for the college development.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Resolutions of the Executive Council of The Bapatla College of Arts and Science and its implications

Resolutions made by the college management and executive council are,

- To conduct term exams, pre final exams.
- To inculcate practice of social service among students.
- To encourage staff in research programmes.
- To conduct National seminars.
- To celebrate Golden Jubilee of The Bapatla College of Arts and Science.
- To give merit scholarships to students.
- To encourage students to participate in cultural programme.

All the resolution of the management and executive council are implemented except conduct of National Seminar.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

The affiliating university made a provision for according the status of autonomy to the institution but the institution did not apply for autonomy.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The institution has grievance and redressal cell. This cell receives complaints from students. Members of this cell will meet within a short period of time after receiving the complaints, discuss thoroughly about the problem and recommends solutions of the problem to the Principal. Based on suggestions the Principal will take necessary action.

This mechanism creating confidence to stake holders on college administration and helping in to maintain good relationship.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

Nil

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, the institution analyzes student feedback on institutional performance through oral and data in a separate proforma. The response was positive about the institutions efforts in terms of academic, physical education and social work.

Gist of the analysis of feedback is,

- Majority of the students are satisfied with teaching method and communication of the teacher.
- Students are satisfied with the content taught by the teachers and class discipline.
- Students are motivated by the teacher.
- Students opined that the teachers are holding the class discipline. Students are happy with the classroom test conducted by the teacher.
- Majority of the students are not feeling burden to do assignments and project works given by teachers.
- They are satisfied with the notes and material provided by the teacher in the class.

- Some of students have express that more teaching aids to be used by the teacher.
- Some students are not happy with the project works, they are requesting to give more project works.
- Students expressed satisfaction with the facilities provided like drinking water, ladies waiting hall, toilets, play ground, library. Some of the students opined that more neatness is required in toilets. Actions were taken in this regard for the neatness.
- Some students requested to arrange more tube lights in class rooms to get more light during winter season. The college had provided the same.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- a. College has organized UGC sponsored State and National level seminars, workshops etc. for academic development of the faculty.
- b. Teachers are well supported and encouraged at participate in seminars, workshops, training programmes to enrich their knowledge.
- c. Leave is sanctioned to do research under faculty development programme.
- d. In some cases leave vacancy is filled by management with part time teaching staff on temporary basis.
- e. Teachers are encouraged to apply for Minor / major research Projects sponsored by UGC.
- f. Teachers are provided with facilities like transportation, laboratory, chemicals, library, Internet, stationeries etc. for research activities.
- g. Teachers are given duty leave to attend orientation programs, refresher courses, conferences, seminars, workshops etc.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- Guest lectures are arranged with efficient senior faculty to improve teaching.
- Training classes are arranged for the faculty to use ICT.
- Motivating the faculty to attend refresher courses, short term courses, workshops for faculty empowerment.
- Providing latest books and laboratory equipment required.
- Providing free Internet and Xerox facility.
- Providing required stationery.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The college will get data from teaching staff regarding

- Papers taught by staff member and results.
- Seminars, conferences, workshops attended.
- Research publications.
- Leave availed for evaluation of Self appraisal. The data will be analyzed.

Academic Performance Indicators (API) also prepared on the performance of teaching staff it will follow the guidelines of the Commissionerate of Collegiate education, Government of Andhra Pradesh from time to time.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- The review of the performance appraisal reports was quite satisfactory in majority cases.
- The Management decided to concentrate more on research programmes like Minor and Major Research Programmes, seminars.
- Decisions taken by the management are communicated to the stakeholders in staff meeting and concern department meetings.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- The college has employee's cooperative society. This society will provide loans to staff; the same will be recovered in easy installments. 100 per cent of the staff members had availed this facility.
- Free medical check is available for the staff with local medical practitioner. About 60 per cent of staff had availed this facility.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The institution is providing reasonable pay to attract eminent faculty on adhoc basis. Providing an appropriate place after retirement if they wish to work.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- The incumbents have to apply the administrative authorities about their requirement that incur financial assistance.
- The college administration will examine the request thoroughly and submit the same to the management with remarks like estimation of the required item, availability of funds under that head to get consent.
- After getting permission the college will place orders to the suppliers.
- After receiving quotations orders will be given to the supplier who quoted with least amount.
- Regular internal financial audit will be done by the administration.
- The institution gets financial support from the Government.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- 1) Internal audit: Internal audit will be done by the college office itself. Here pre-auditing procedure is followed. For the process of payment of any bills or vouchers the pre-audit team will search for the relevant permission from the competent authority and proper

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budgetary allocations and bills and vouchers will be thoroughly verified and payment will be made

- 2) External Audit: The external audit will be done at three levels
 - a) All the financial transactions of the college are audited by the chartered accountant
 - b) College funds are audited by the Local Fund authority
 - c) The audits are further assessed by the Accountant General Office audit team.
 - d) Last external audit was done in 2011 Accountant General Office audit team. The Audit reports are not yet received.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Tuition fees and special fees are collected from the students. Management provides funds to meet deficit. Management allocates budget to meet day to day expenditure from the miscellaneous fund.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The institution has applied for financial assistance under RUSA.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**
- b. **How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**
- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

- d. How do students and alumni contribute to the effective functioning of the IQAC?**
- e. How does the IQAC communicate and engage staff from different constituents of the institution?**

Yes,

- A. The following functions carried out by the IQAC in the quality enhancement of the institution. They are,
- 1) Preparing annual academic plans as per the curriculum.
 - 2) Effective execution of the academic plans.
 - 3) Developing E-Content.
 - 4) Promoting Research.
 - 5) Paper presentations by the students and staff.
 - 6) Guest Lectures by eminent scholars from outside to ensure qualitative teaching.
 - 7) Student Organized Seminars, projects, State, National level seminar to enrich the knowledge.
 - 8) Support to sports, games and cultural activities.
- B. All the decisions of the IQAC have implemented by providing required facilities.
- C. Yes, external members in the IQAC committee, some external members helped III B.Sc students in their curriculum.
- D. Students and Alumni will contribute in effective functioning by giving some suggestions or remarks and by participation in various programmes.
- E. The college IQAC will communicate through emails and circulars to the departments. By organizing periodic meetings.
All the staff members of different constituents are involved in achieving the targets of the action plan.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The IQAC reports all the action plans and targets to be achieved and
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explains in detail taking into consideration of the IQAC members suggestions for effective implementation.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.

Yes the institution provides training to both teaching and non teaching staff.

Date	Event	Result
14-07-2010	Orientation for teaching staff members to improve their teaching.	Staff learns effective teaching methods.
17-8-2011	ICT oriented training.	Some of the staff came to know how to prepare PPTs, e content in their subject.
18-09-2012	Computer training to office staff	Staff is able to work with MS Office especially with Word and excel. Most of the work like admissions, fee etc are done on systems.
20-07-2013	Training for office staff regarding online issues of the curriculum.	The office staff was given training. How to apply for scholarships of students, details of students for University exams online. The staff became familiar with this and doing the job without mistakes.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?

Yes, a committee has been constituted with senior faculty for academic audit. This committee will scrutiny various academic and research activities of staff and give suggestions for development if any. The outcome of the audit analyzed and used for the improvement of

institution's performance. The outcome of this audit is positive so far.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The IQAC works as per the norms of external quality assurance agencies with a plan of action by constituting various committees, reviewing the activities.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

1. a) Organizing periodic meetings and with action plan.
b) All the staff members are involved in achieving the targets of action plan.
2. Motivating staff by conducting orientation classes.
3. Collection and analysis of Feedback from the students, parents and staff.

Date	Agenda	Outcome
19-09-2011	Innovative methods in Teaching	To incorporate teaching more aids like PPTs, slide shows, Videos.
22-10-2012	Review on Term exams.	1. Satisfied with the performance of students to some extent. 2. It is decided to concentrate more on slow learners.
16-11-2013	Feedback analysis	To concentrate more on lapses.
17-07-2014	Purchase of new equipment, books	Books and equipments are to be purchased as per the curriculum.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institution involves all its stakeholders in planning, implementation and evaluation by organizing parents' meeting, Alumni meetings at regular intervals.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

Best Practices in Governance and Leadership

- a) Decentralization of Administration.
- b) Clear cut planning for future.
- c) Execution of pre-decided academic plans.
- d) Encouragement of faculty for self development.
- e) Transparency in financial practices.
- f) Effective and efficient financial Management.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Green Audit is quite often done in the college to know the Environmental conditions and measures to be taken to utilize available resources. The college regularly conduct programs to establish eco friendly atmosphere on the campus and hostel areas. The college administration is putting all it efforts to make the campus as plastic free zone. The college organizes awareness programmes for proper usage of water, power, prevention of waste in the Bapatla College Arts and Science and hostels.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- * Energy conservation
- * Use of renewable energy
- * Water harvesting
- * Check dam construction
- * Efforts for Carbon neutrality
- * Plantation
- * Hazardous waste management
- * e-waste management

The following initiatives were taken by the college to make the campus eco-friendly

Energy conservation:

- Awareness campaigns were conducted.
- All the departments are using natural light and air as much as possible to reduce consumption of energy.
- All electrical appliances in the college will switch off when they are not in use.

Use of renewable energy:

- The college has installed solar power panel to use renewable energy from sun.

Water harvesting:

- Rain water harvesting pits are arranged in the college to harvest rain water to recharge ground water in the campus.
- Rainwater is also harvested and used as single distilled water in Chemistry Laboratory for experimental purpose.

Plantation:

- Many plants are planted in the campus to make campus green.
- Many ornamental plants are grown for the campus beautification.
- Coco nut tree plantations were made on either side of the main road of the college.
- Tree plantations are done in some areas of town also.

Hazardous waste management:

There is no specific hazardous waste management in the college as there is no production of hazardous waste. We have domestic waste management in the campus.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- Students' seminars and group discussions were conducted in the class rooms which yielded better communication skills among the students.
- Student projects this helped to educate students how to do projects.
- Workshops were conducted in spoken English course which helped many students to improve their spoken English.

- Short term courses are being conducted in accounting packages like Tally to the students to improve their accounting knowledge.
- Short term courses are being conducted in Multimedia to the students to improve their knowledge.
- Power point presentations.
- Video lessons.
- Audio books.
- Material.

Event	No. of students benefited year wise			
	2010-11	2011-12	2012-13	2013-14
Short term course in Tally	43	35	38	34
Short term course in Multimedia	32	34	31	36

7.3 Best Practices

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

1	Title of the Practice	:	Course in Spoken English
2	Goal	:	To make the students to speak in English
3	The Context	:	Spoken English is essential now a days to get better placement or job. This is essential to communicate one's views.
4	The Practice	:	Many classes, seminars were conducted.
5	Evidence of success	:	Students become successful to communicate in English to some extent
6	Problems Encountered and Resources Required	:	Majority of the students are from rural back ground so, it was very difficult to bring them in to stream. More practice is required.
7	Notes (Optional)	:	--

1.	Title of the Practice	Certificate course in Oils and fats Certificate course in Water technology
2.	Goal	To encourage cottage industry and mineral water plant.
3.	The Context	To develop awareness among public about soaps, drinking water.
4.	The Practice	Many classes are conducted, practical training with the support of local, private funding agencies.
5.	Evidence of success	Students getting jobs in local oil companies and some had started mineral water plants with the financial support from banks.
6.	Problems Encountered and Resources Required	This is completely self financed course so it is an expensive affair for students.
7.	Notes (Optional)	--

- Recruitments of the teaching and non-teaching staff purely based on merit cum reservation.
- Decentralization of administration for smooth functioning of the college.
- The merit students' Council functions as bridge between the administration and students.
- The merit students' Council meets frequently, discusses the problems of the students' if any and brings them to the notice of the administration for solution.
- Teachers' Welfare Trust and Non-Teaching Staff Welfare Trust for financial assistance to the staff.
- Students' Seminars, Project Work, Paper Presentations, field trips, E-Content , encouraging the students to participate in Inter-Collegiate Debate, Elocution and Music competitions etc.,
- Students participation in Social Work, along with NSS activities.
- Encouraging to poor students to pursue their studies by Alumni and management.
- The Management is kind enough to pursue research by the teachers.

Criterion – VII: Innovations and Best Practices

- Conducting blood donation camps through Red Ribbon Club of the college.
- Participating in AIDS awareness programmes in association with Indian Red Cross Society by NCC and NCC units.
- Providing help lines during festivals like Pushkaras and Karthika pournima.
- Helping the authorities in cyclone relief and rehabilitation programmes.
- Observation of all National days of importance.
- Helping the Traffic police in controlling traffic by our NCC cadets.
- Maintaining Yoga centre by the department of Physical Education of the college to develop the mental and spiritual development of students.
- Village adoption by NSS unit.

EVALUATIVE REPORT OF THE DEPARTMENT OF CHEMISTRY

1. Name of the Department: **Chemistry**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons:
 1. Chemistry, Bio-Chemistry, Zoology, 2001-08
 2. Chemistry, Bio-Chemistry, Zoology, 2001-08

Reason/s: Due to lack of admissions.

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Lecturers	07	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. Dr.R.Sreenivasa Rao	M.Sc, Ph.D	Reader	Organic	26	-
2. Dr.K.J.Prasanthi	M.Sc, Ph.D	Lecturer	Analytical	17	-
3.N.JayaSimha	MSc,B.Ed	Lecturer			
4. A.Aruna Kumari	M.Sc, M.Phil	Lecturer	Organic	21	-
5. A.J.Luci Rani	M.Sc, M.Phil	Lecturer	Environmental	07	-
6. P.Venkateswarlu	M.Sc	Lecturer	Organic	02	-
6. Seemonu	M.Sc	Lecturer	Organic	01	-

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11. List of senior visiting faculty:

1. **Dr. M.Sarat Babu, Prof. in Chemistry; MIC Engineering College, Kanchikacharla.**
2. **Sri. B.Subba Rao Head of the Dept of Chemistry, VRS & YRN College, Chirala.**
3. **Sri. B.Sambasiva Rao, Head of the Dept of Chemistry, VRS & YRN College, Chirala.**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **66.7%**

13. Student -Teacher Ratio (programme wise): 69:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Store Keeper	01	01
Gas Man	01	Nil
Lab Attender	04	02
Record Assistant	02	Nil
	-	-

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 02 M.Phil: 02 PG.: 03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **UGC – One project Rs. 1,55,000/-**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

- * a) Publication per faculty: **1.Dr. R.Sreenivasa Rao - 15**
2.Dr.K.J.Prasanthi - 05
3. Smt.A.Aruna Kumari - 05 (3+2)
4. Ms.A.J.Luci Rani

Dr.R. Sreenivasa Rao:

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- [1] R. Sreenivasa Rao *et al.*, SPECTROPHOTOMETRY METHOD FOR THE ANALYSIS OF ZOLMITRIPTAN INFOMULATIONS, International Journal of Research and Reviews in Pharmacy and Applied Sciences (IJRRPAS), 2011, Vol. 1 (3), 122-130.
- [2] R. Sreenivasa Rao *et al.*, DEVELOPMENT AND VALIDATION OF LC METHOD FOR THE ESTIMATION OF ZOLMITRIPTAN IN PHARMACEUTICAL DOSAGE FORM, *PHARMACOPHORE*, 2011, Vol. 2 (3), 195-200.
- [3] R. Sreenivasa Rao *et al.*, RP-HPLC AND SPECTROPHOTOMETRY METHOD FOR THE ANALYSIS OF FROVATRIPTAN INFOMULATIONS, International Journal of Science Innovations and Discoveries(IJSID), 2011, Vol. 1 (1), 53-61.
- [4] R. Sreenivasa Rao *et al.*, SPECTROPHOTOMETRIC METHOD DEVELOPMENT AND VALIDATION FOR ANALYSIS OF ALMOTRIPTAN, INVENTI RAPID: PHARM ANALYSIS & QUALITY ASSURANCE, VOL. 2012 , ARTICLE ID- " INVENTI:PPAQA/417/12 " , 2012 [CITED 2013 MAY 25]
Available From <http://www.inventi.in/Article/ppaqa/417/12.aspx>
- [5] R. Sreenivasa Rao *et al.*, SIMULTANEOUS DETERMINATION OF FROVATRIPTAN, ALMOTRIPTAN AND ZOLMITRIPTAN IN COMBINED PHARMACEUTICAL DOSAGE FORM BY RP-HPLC METHOD, INDIAN DRUGS, Sep 2012, Vol. 49.
- [6] R. Sreenivasa Rao *et al.*, RP-HPLC METHOD FOR SIMULTANEOUS ESTIMATION OF AVITRIPTAN AND ELETRIPTAN IN PHARMACEUTICAL DOSAGE FORMS, NOVUS INTERNATIONAL JOURNAL OF ANALYTICAL INNOVATIONS, 2012, VOL. 1, NO. 3, 19-29.
- [7] R. Sreenivasa Rao *et al.*, DEVELOPMENT AND VALIDATION OF STABILITY INDICATING RP - HPLC METHOD FOR THE ESTIMTION OF AVITRIPTAN IN PHARMACEUTICAL FORMULATION, INTERNATIONAL JOURNAL OF INNOVATIONS

- IN PHARMACEUTICAL SCIENCES, 2013, 2(2), 1-8.
- [8] R. Sreenivasa Rao *et al.*, DEVELOPMENT AND VALIDATION OF ELETRIPTAN BASED ON RP - HPLC METHOD, *Proceedings of National Conference on CHEMISTRY SOLUTIONS*, NCCS- 2013, 21-22 Feb 2013, SRM University.
- [9] R. Sreenivasa Rao *et al.*, NEW ANALYTICAL METHODS FOR THE QUANTITATIVE ESTIMATION OF ELETRIPTAN IN BULK AND PHARMACEUTICAL FORMULATION (M1 –M5), *The Pharma Review Journal*, March-April 2013, 115-120.
- [10] R. Sreenivasa Rao *et al.*, DEVELOPMENT AND VALIDATION OF STABILITY INDICATING RP - HPLC METHOD FOR ANALYSIS OF ELETRIPTAN, *INTERNATIONAL JOURNAL OF PHARMACEUTICAL, CHEMICAL AND BIOLOGICAL SCIENCES*, VOLUME 3, ISSUE 3, JULY – SEP 2013.
- [11] R. Sreenivasa Rao *et al.*, NEW SPECTROPHOTOMETRIC METHODS FOR THE QUANTITATIVE ESTIMATION OF AVITRIPTAN IN DRUG FORMULATION, *Proceedings of National Conference on New Frontiers in Eco Friendly Chemistry*, NCNFEFC- 13, 27-28 Sep 2013, Govt. Women's College, Guntur.
- [12] R. Sreenivasa Rao *et al.*, SPECTROPHOTOMETRIC METHODS FOR THE QUANTITATIVE DETERMINATION OF AVITRIPTAN IN THE PHARMACEUTICAL DOSAGE FORM, *Inventi Rapid: Pharm Analysis & Quality Assurance* Vol. 2013, Issue 4 [ISSN 0976-3813], Published on Web 09/10/2013, www.inventi.in
- [13] R. Sreenivasa Rao *et al.*, GREEN CHEMISTRY DESIGNS AND COMPUTING FOR THE SAFER ENVIRONMENT, *Proceedings of UGC sponsored Two Day National Conference on Green Technologies (NCGT-2013)*, 08-09 Nov 2013, St. Joseph's College for Women (Auto), Vizag.
- [14] R. Sreenivasa Rao *et al.*, NEW SPECTROPHOTOMETRIC METHODS FOR THE QUANTITATIVE ESTIMATION OF ELETRIPTAN IN DRUG FORMULATION, *INDIAN DRUGS*, , Vol. --. Jan 2014

Dr. K. J. Prasanthi:

1. *“Development and Validation of an HPLC method for quantifying Dapiprazole in Bulk preparations”* – Analytical & Bio analytical techniques 2012 volume 3, issue 4
2. LC method development and analysis of Linezolid in human plasma of feeding mothers – Journal of Pharmacy research 2012,5(5),2413-2417
3. *“Development and validation of liquid chromatographic method for the determination of Linezolid and its related substances and degradation in bulk drug”* Journal of Pharmacy research 2012,5,(5), 2422 2427
4. *“Analytical validation RP-HPLC method for the determination of Linezolid in pharmaceutical dosage forms”* – International journal of Pharma & Bio Sciences 2012, july,3(3).
5. *“Determination of Dapiprazole hydrochloride in the presence of process related substances and degradation by a validated stability indicating RP-HPLC method”*- Asian Journal of Chemistry Volume 25, No. 9 (2013), 4820-4824.

Smt.A.Aruna Kumari:

- a. *“Extraction of Alluminium (III) ions from polluted waters using new boi – sorbents”* Asian Journal Research Chem. Vol.5(7), July 2012.
- b. *“Extraction of Alluminium (III) ions from polluted waters using boi – sorbents derived from Acassia melanoxydon and Ichhornia crassips plants”* – Journal of chemical and Pharmaceutical research, Vol.4(5), 2005.

* Number of papers published in peer reviewed journals (national /international) by faculty and students:

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **12**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Editorial Board. IJRRPAS 2010-12**
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22. Student projects: **25%**

- a) Percentage of students who have done in-house projects including inter departmental/programme: **25%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.Sc (M.P.C)(B.Z.C)					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	226	149	97	52	Paper – I -68% Paper – II -51% Paper – III – 71% Paper – IV -87%
2010-11	193	125	87	38	Paper – I -68% Paper – II -38% Paper – III -74% Paper – IV -85%
2011-12	234	163	94	69	Paper – I -59% Paper – II -18% Paper – III – 72% Paper – IV -80%
2012-13	223	152	100	52	Paper – I -49 % Paper – II -36% Paper – III -35% Paper – IV -72%
2013-14	128	152	101	51	Paper – I - 45% Paper – II -49% Paper – III -92% Paper – IV -91%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **10 (Record is not available)**

29. Student progression

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	-
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **200 Volumes**
 b) Internet facilities for Staff & Students: **Yes**
 c) Class rooms with ICT facility: Nil

Lab - I (Organic)	-	$37'.9'' \times 26'.10'' = 1012'$
Lab - II (Inorganic)	-	$37'.9'' \times 26'.10'' = 1012'$
Lab - III (Physical)	-	$28' \times 26'.10'' = 75'$
Lab - IV (Volumetric)	-	$28' \times 26'.10'' = 75'$
Balance room- 01	-	$9' \times 26'.10'' = 24'$

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : **Four laboratories;**
1. Lab-I Organic
 2. Lab-II Inorganic
 3. Lab-III Physical
 4. Lab-IV Volumetric

31. Number of students receiving financial assistance from college, university, government or other agencies:

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The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required: Yes

33. Teaching methods adopted to improve student learning:

- 1. Power point presentation.**
- 2. Charts.**
- 3. Models.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Visit local pure water plants; local aided schools and demonstrated the experiments.

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Well equipped laboratories.**
- 2. Good Teaching Staff.**
- 3. Well funding by the Principal and Management.**

Weakness: Nil

Healthy Practices of Department of Chemistry

1	Title of the Practice	Certificate course in Oils and fats Certificate course in Water technology
2	Goal	To encourage cottage industry and mineral water plant.
3	The Context	To develop awareness among public about soaps, drinking water.
4	The Practice	Many classes are conducted, practical training with the support of local, private funding agencies.
5	Evidence of success	Students getting jobs in local oil companies and some had started mineral water plants with the financial support from banks.
6	Problems Encountered and Resources Required	This is completely self financed course is an expensive affair for students.
7	Notes (Optional)	--

8. Contact Details

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Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
City : **Bapatla**
Pin Code : **522101**
Accredited Status : **“A”**
Work Phone : **08643224066**
Fax : **08643-221405**
Website : **www.bcasbapatla.ac.in**
E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICS

1. Name of the Department: **Physics**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Maths, Physics, and Electronics.**

Reason/s: Sufficient students not interested in this course.
Sufficient students are not opting above said course.

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	05	05

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.K.Vijaya Babu	M.Sc, B.Ed	Lecturer	Nuclear	13	-
2.K.Srinivasa Rao	M.Sc	Lecturer	Electronics	14	-
3.K.Naresh Kumar	M.Sc(Tech)	Lecturer	Instrumentation	16	-
4.K.Suresh	M.Sc,(Ph.D)	Lecturer	SolidState Physics and Solar Theory	13	-
5.DrCh.Atcyutha Rao	M.Sc,B.Ed.,	Lecturer	SolidState	13	-

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	Ph.D		Physics and Solar Theory		
6.K.Sowjanya	M.Sc	Lecturer	Solid State Physics	05	-
7.Ch.Rohini	M.Sc	Lecturer	Solar Energy	02	-

11. List of senior visiting faculty: **1. Sri.A.Madhusudana Rao (Retd) Principal, BCAS Bapatla**
2.Sri.W.A.G.K.Murthy (Retd) Principal, BCAs, Bapatla
3. Sri.D.V.Brahmaji (Retd)HOD of Physics, BCAS, Bapatla

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 35%

13. Student -Teacher Ratio (programme wise): 66:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Technician	01	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 01+ 04(Pursuing) M.Phil: - PG.: 02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: 01
Funding agencies: UGC

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: --

19. Publications:

* a) Publication per faculty:

1. Dr. Ch.Atchyutha Rao – 18 papers published in National & International publications (Enclosed).

1.Synthesis and characterization of nano Sr₂CeO₄doped with Eu and Gd phosphor - Journal of Luminescence, 133,96-10, (2013)

2. Characterization and photoluminescence of Sr₂CeO₄: Eu⁺³, La⁺³ Adv. Mat.

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- Lett.4 (3), 207-212, (2013)
3. **Synthesis and luminescent properties of Strontium cerium oxide phosphors doped with rare earths** - J.Sci. Res, 5(1), 1-11, (2013)
 4. **Rare earth doped alkali earth sulphide phosphors for white – light LEDs** – ISRN Condensed Matter Physics, 1-3, (2011).
 5. **Luminescence properties of Eu^{3+} , Dy^{3+} doped Sr_2CeO_4 phosphor.** - International Journal of Luminescence and Applications, 3,1,68 – 71, (2013)
 6. **Luminescence properties of Eu doped Sr_2CeO_4 phosphor** .Proceedings of 4th International Conference and its Applications (ICLA-2012), 7-10th Feb, ISBN: 81-6717-806-5, (2012).
 7. **Luminescence characterization of Sr_2CeO_4 : La^{3+} , Eu^{3+} phosphor** -Archives of Physics Research, 3(2):123-129, (2012).
 8. **Photoluminescence study of rare earth doped nano Sr_2CeO_4 phosphor** - International Journal of Innovative Research in Science and Techniques, 2(2), 115-118, (2011).
 9. **Synthesis and characterization of blue LED phosphor** - International Journal of Luminescence and Applications, 1(I), 14-16, (2012) ISSN 2277 –6362.
 10. **Synthesis of Sr_2CeO_4 nano phosphor using various fluxes** - International Journal of Luminescence and Applications, (I), 11-13, (2012) ISSN 2277 – 6362.
 11. **Synthesis, characterization and Photoluminescence study of Sr_2CeO_4 : Eu^{3+} phosphor** - Der Pharma Chemica,3(6):174-181,(2011)
 12. **Synthesis and characterization of photoluminescence Sr_2CeO_4 : Dy^{3+} phosphor** - Proceedings of National Conference on Recent Trends in Physics of Solids,(2012) ISBN - 978-93-81583-24-1
 13. **Synthesis and characterization of blue LED phosphor** - Proceedings of International Conference on “Advanced materials and its applications”. 1147-1151, Macmillan Publishers India Ltd, ISBN: 000187, (2011).
 14. **Ceramic materials(phosphor) for display applications** - Eurasian Chemical Technological Journal, 13,1-2,(2011).
 15. **Effect of flux on 585 or 611nm peak of Eu doped Sr_2CeO_4 phosphor** - Acta Physica Polonica A(Communicated)
 16. **Synthesis and Characterization of Sr_2CeO_4 : Dy^{3+} phosphor** - International Journal of Emerging Sciences (Communicated).
 17. **Dysprosium ion Photoluminescence behaviour in Sr_2CeO_4 phosphor** - Journal of Alloys and Compounds (Communicated).
 18. **Effect of flux on luminescence properties of Dy^{3+} doped Sr_2CeO_4 phosphor** - ISBN 978-935107-228-7. Elsevier

2. K.Suresh – 12 papers published in National & International publications

- 1) ***Synthesis and Characterization of nano Sr₂CeO₄ doped with Eu and Gd Phosphor*** -Journal of Luminescence (Elsevier), 133, 96-101, (2013) indexed in Scopus
- 2) ***Rare Earth doped alkali earth sulfide phosphors for white light LEDs***
- Condensed Matter Physics, International Scholarly Research Network [ISRN], 2011, 1-3, (2011) doi:10.5402/2011/392917 (Hindawi)
- 3) ***Synthesis of Sr₂CeO₄:Eu³⁺ Phosphor and Characterization a Candidate of white LED Phosphor*** - International Journal of Luminescence and Applications, ISSN 2277–6362, 1(I), 25, (2012)
- 4) ***Synthesis and Photoluminescence Study of Ca₃Si₃O₈F₂, Ca₅Si₂O₈F₂ and Ca₇Si₃O₁₂F₂ doped with Ce, Eu and Tb containing Fluorine*** - International Journal of Luminescence and Applications, ISSN 2277 – 6362, 1(I), 25, (2012)
- 5) ***Photoluminescence properties of Sr₂CeO₄:Eu³⁺ and Sr₂CeO₄:Eu²⁺ under nUV excitation*** - Bulletin of Materials Science (Springer)-Accepted
- 6) ***Photoluminescence of Eu³⁺ Dy³⁺ Sm³⁺ codoped Y₂O₃ nano phosphor***-International journal of nanomaterials and boistructures (accepted)
- 7) ***Photoluminescent properties of CaAl₂S₄:Eu²⁺ phosphor for White LED applications*** - International Journal of Luminescence and Applications (Accepted)
- 8) ***Synthesis and characterization of Sr₂CeO₄ phosphor doped with erbium***
Eurasian Chemico-Technological Journal, 13, Issue 1-2, 17-20, (2011) [Indexed in Scopus]
- 9) ***Ceramic materials (phosphors) for display applications*** - Eurasian Chemico-Technological Journal, 13, Issue 1-2, 1-4, (2011) [Indexed in Scopus]
- 10) ***Synthesis, characterization and photoluminescence study of Sr₂CeO₄:Eu³⁺ phosphor*** - Der Pharma Chemica, 3, Issue 6, 174-181, (2011) [Indexed in Scopus]
- 11) ***Effect of Flux on the formation of Sr₂CeO₄ phosphor doped with Er*** - Physics Procedia, 29, 65 – 69, (2012), Elsevier
- 12) ***Luminescence characterization of Sr₂CeO₄:La³⁺, Eu³⁺ phosphor*** - Archives of Physics Research, 3 (2), 123-129, (2012)
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* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Faculty - 30**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **05**

* Monographs: **14**

*

20. Areas of consultancy and income generated: -

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:

1. **K.Vijaya Babu – Life member in IAPT.**
2. **K. Srinivasa Rao - Life member in IAPT.**
2. **K.Naresh Kumar – Life member in IAPT.**
3. **Dr. Ch.Atchyutha Rao – Life member in LSI and IAPT.**
4. **K.Suresh – Life member in LSI and IAPT.**

22. Student projects: **Nil**

c) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students:

K.Sreenivasa Rao received award of excellence for blood donation camps.

24. List of eminent academicians and scientists/ visitors to the department:

1. **Prof.K.V.R Chary Dept. of Chemistry, New Jersey – USA.**
2. **Prof.K.Tirupathi Reddy Dept. of Material Science – New Jersey- USA.**
3. **Prof.K.V.R. Murthy Dept. of Physics – MSU Baroda.**
4. **Prof. K.Somaiah, Registrar, RGUKT, Hyderabad.**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.Sc Physics					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	243	161	115	46	Paper – I -38% Paper – II -60% Paper – III – 78% Paper – IV -86%
2010-11	236	155	104	51	Paper – I -18% Paper – II -35% Paper – III -79% Paper – IV -58%
2011-12	228	161	117	44	Paper – I -43% Paper – II -82% Paper – III – 90% Paper – IV -85%
2012-13	196	122	81	41	Paper – I -24 % Paper – II -6% Paper – III -67% Paper – IV -80%
2013-14	162	153	103	50	Paper – I -77 % Paper – II -56% Paper – III -78% Paper – IV -78%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	99%	1%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	
Employed	

Self Study Report, Cycle – 2, BCAS Bapatla

<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	10%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Yes with 200 books**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility:

Common facility is provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **4, with dark room facility**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: **Special lecturers and class room seminars and small projects.**

Guest lectures were arranged with external experts occasionally.

33. Teaching methods adopted to improve student learning: **Using OHP Sheets, PPTs and Video lessons.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

In NSS Programmes, Blood donation, environmental related programmes.

35. SWOC analysis of the department and Future plans:

Strength:

- 5. Good Staff.**
- 6. Good Facilities.**

Weakness:--

Healthy Practices of Department

1	Title of the Practice	Understanding the working of Electric and Electronic devices.
2	Goal	To impart functioning principles of some domestic Electric and Electronic devices.
3	The Context	Everyday life of today living is linked with usage of various electric and electronic devices. Knowledge of their functioning

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		will help to handle them in most useful way and can do some small repairs also.
4	The Practice	Practicals in laboratory, understanding their design.
5	Evidence of success	Students are becoming capable to do minor repairs.
6	Problems Encountered and Resources Required	More time and lab facility to be provided
7	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
City : **Bapatla**
Pin Code : **522101**
Accredited Status : **“A”**
Work Phone : **08643224066**
Fax : **08643-221405**
Website : **www.bcasbapatla.ac.in**
E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF MATHEMATICS

1. Name of the Department: **Mathematics**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

Reason/s: Nil

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Lecturers	04	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.Ch.Manikya Rao	M.Sc	Lecturer		15	Nil
2. A.Subba Rao	M.Sc, M.Phil	Lecturer		18	-
3. M.Usha	M.Sc,B.Ed	Lecturer		05	-
4. S.Naga Jyothi	M.Sc,B.Ed	Lecturer		04	-
5. K.Ananda Kumari	M.Sc, B.Ed	Lecturer		03	-

11. List of senior visiting faculty:

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1. Sri.K.Mukunda Rao, Former HOD of Mathematics, BCAS, BAPATLA.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50%

13. Student -Teacher Ratio (programme wise): **70:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
-	-	-

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: Submitted on 31.08.2013 M.Phil: 01 PG.: 05

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: --

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Ch.Manikya Rao**

1. N(A)-TERNARY SEMIGROUPS , International Journal of Mathematical Science ,Technology and Humanities, ISSN 2249 5460.
2. TERNARY SEMIGROUPS IN WHICH PRIME IDEALS ARE MAXIMAL AND PRIMARY IDEALS ARE PRIME AND MAXIMAL, Elixir International Journal of Advances in Pure Mathematics, ISSN:2229-712X.
- 3.U-TERNARY AND V-TERNARY SEMIGROUP, International Journal of Innovative Research & Development, ISSN:2278-0211(online).Vol 2 Issu 5
- 4.T-HOMOMORPHISM OF SEMISPACES IN TERNARY SEMIGROUPS, The International Journal Of Engineering And Science (IJES), ISSN(e):2319-1812 ISSN(p):2319-1805. Vol 2 Issue 7

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* Number of papers published in peer reviewed journals (national /international) by faculty and students: **04**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **10**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects: **25%**

e) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course :					
B.Sc (M.P.C)					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	265	223	142	81	Paper – I -60% Paper – II -46% Paper – III – 79% Paper – IV -70%
2010-11	230	214	137	77	Paper – I -36% Paper – II -33% Paper – III -70% Paper – IV -80%
2011-12	240	233	152	81	Paper – I -35% Paper – II -40% Paper – III – 67% Paper – IV -81%
2012-13	200	182	124	58	Paper – I -58 % Paper – II -45% Paper – III -71%

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					Paper – IV -77%
2013-14	264	213	143	70	Paper – I - 40% Paper – II -64% Paper – III -74% Paper – IV -69% aV -

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	99.5%	0.5	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M.Phil	
PG to Ph.D	
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

Self Study Report, Cycle – 2, BCAS Bapatla

33. Teaching methods adopted to improve student learning: **1. Paper Clippings,**
2. Power point Presentation.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**

35. SWOC analysis of the department and Future plans:

STRENGTH:

- 9. Good Management.**
- 10. Good Teaching Staff.**
- 11. Good Principal.**

WEAKNESS:

- 1. Insufficient permanent staff**

Healthy Practices of Department of

1	Title of the Practice	Speed maths through Vedic Mathematics
2	Goal	To create interest on mathematics among students
3	The Context	Mathematics is the queen of sciences. It is essential for every human being. It is involved in every aspect. So, students must have good knowledge.
4	The Practice	Many classes, workshops, seminars are conducted.
5	Evidence of success	Students become successful to do mathematics at an easy manner
6	Problems Encountered and Resources Required	Majority of the students are afraid of mathematics, they are not aware of easiness in mathematics.
7	Notes (Optional)	--

9. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**

Self Study Report, Cycle – 2, BCAS Bapatla

City : **Bapatla**
Pin Code : **522101**
Accredited Status : **“A”**
Work Phone : **08643224066**
Fax : **08643-221405**
Website : **www.bcasbapatla.ac.in**
E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF BOTANY

1. Name of the Department: **BOTANY**
 2. Year of Establishment: **1963**
 3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
UG, B.Sc (Botany-Zoology-Chemistry)

4. Names of Interdisciplinary courses and the departments/units involved:
Zoology, Chemistry

5. Annual/ semester/choice based credit system (programme wise)
Annual

6. Participation of the department in the courses offered by other departments
Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil

8. Details of courses/programmes discontinued (if any) with reasons

- BBM (Botany-Biochemistry-Microbiology)**
Reason/s:
Students response was not encouraging

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	--	--
Lecturers	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
B.Ratneswara Rao	M.Sc	Lecturer	Applied Plant Physiology	19	--

11. List of senior visiting faculty:
Self Study Report, Cycle – 2, BCAS Bapatla

1. Prof. Hari Prasad,
Head, Department of Horticulture
Agricultural College, Bapatla

2. Prof. G. Deva Prasad
Head, Department of Entomology
Agricultural College, Bapatla

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise):75:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Herbarium Keeper	1	--
Jr.Assistant	1	--
Lab Boy	1	01(Adhoc)

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: Pursuing Ph.D **M.Phil:** **PG.:01**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

National:

Funding agencies:

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University: ---

19. Publications:

* a) Publication per faculty: **BIOLOGICAL CONTROL OF IPOMOEA CARNEA: AN INVASIVE SPECIES NEAR PULICAT LAKE AREA IN SPSR NELLORE DISTRICT, ANDHRA PRADESH, - Indian J. Environ. & Ecoplan. 18 (2 - 3): 399 - 403 (2011)**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **01**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) :

* Monographs :04

* Chapter in Books: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:--

22. Student projects:

g) Percentage of students who have done in-house projects including inter departmental/programme: **50 %**

h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:
Nil

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department:

1. Dr.P.Harichandra Prasad, Prof. in Horticulture, Agricultural College, Bapatla.
2. Dr. G. Deva Prasad, Prof. in Entomology, Agricultural College, Bapatla.
3. Dr. T.Chadra Sekhar Asst. Professor in Environmental science, Yogi Vemana University.

25. Seminars/ Conferences/Workshops organized & the source of funding:

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course :		B.Sc (B.Z.C)						Pass percentage
Year	Applications Received		Selected	Enrolled				
	TM	EM		Male		Female		
	TM	EM		TM	EM	TM	EM	
2009-10	36	25	37	06	06	19	06	Paper – I -26% Paper – II -37% Paper – III – 89% Paper – IV -89%
2010-11	32	5	18	09	0	09	0	Paper – I -7% Paper – II -50% Paper – III – 69% Paper – IV -69%
2011-12	40	32	53	8	7	20	18	Paper – I -17% Paper – II -54% Paper – III – 41% Paper – IV -76%
2012-13	39	45	52	13	13	11	15	Paper – I -28% Paper – II – 59% Paper – III – 46% Paper – IV -23%
2013-14	23	37	47	15	16	8	8	Paper – I -21% Paper – II -81% Paper – III – 86% Paper – IV -86%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc (CBZ)	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: --

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil	--
PG to Ph.D	--
Ph.D to POST-Doctoral	--
Employed	
• Campus selection	

• Other than the campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Yes available**
- b) Internet facilities for Staff & Students: For staff
- c) Class rooms with ICT facility

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **03**

31. Number of students receiving financial assistance from college, university, government or other agencies:

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

- **Video lessons**
- **PPTs**
- **Slide shows**
- **Printed material**
- **Animated clippings**
- **Assignments**
- **Seminars**
- **Project works**
- **Tests**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Member in the Eco club of college and participating in the following activities

- 1. Tree plantation**
- 2. Educating people about importance of natural resources like water.**
- 3. Helping in keeping campus clean.**

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Availability of e-content**

Self Study Report, Cycle – 2, BCAS Bapatla

2. Student organized seminars
3. Good infrastructure
4. Lab equipment
5. Student projects
6. Students are trained with practical skills
7. Tutorial system
8. Providing study material / notes
9. Arranging field visits

Weakness:

1. Lack of technical and supporting staff
2. Over student, teacher ratio

Healthy Practices of Department of Botany

1.	Title of the Practice	:	Identification of medicinal plants
2.	Goal	:	To know the importance of each plant and its utility for the society
3.	The Context	:	The students are exposed to identification of medicinal plants.
4.	The Practice	:	This is monitored by staff of the department
5.	Evidence of success	:	Students are gradually identifying the medicinal plants and their uses.
6.	Problems Encountered and Resources Required	:	Financial assistance is needed to arrange field trips and to maintain herbarium.
7.	Notes (Optional)		Field trips are conducted to different places nearby along with students as a part of the curriculum

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
 Name of the Institution : **Bapatla College of Arts and Sciences**
 City : **Bapatla**
 Pin Code : **522101**
 Accredited Status : **“A”**
 Work Phone : **08643224066** Mobile : **9985273988**
 Fax : **08643221405**

Self Study Report, Cycle – 2, BCAS Bapatla

Website : www.bcasbapatla.ac.in
E-mail : www.bcasbapatla@gmail.com

EVALUATIVE REPORT OF THE DEPARTMENT OF ZOOLOGY

1. Name of the Department: Zoology

2. Year of Establishment: 1963

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG

4. Names of Interdisciplinary courses and the departments/units involved:

Botany - Chemistry

5. Annual/ semester/choice based credit system (programme wise)

Annual

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Bio-Technology – Zoology - Chemistry

Reason/s:

No response from the students to join the group.

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	05	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
B.Sudheer Babu	M.Sc	Lecturer	Fish and Fisheries	30	--
D.Sudhakar Reddy	M.Sc ,B.Ed	Lecturer	Fish and Fisheries	1	--

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11. List of senior visiting faculty:

1. **P.Sitha Rama Rao, Retd. Principal, BCAS, Bapatla**
2. **V.Srinivasa Sarma, Retd HOD, BCAS, Bapatla**
3. **G.S.S. Prasada Rao, M.Sc., M.Phil., Retd. HOD, BCAS, Bapatla**
4. **P.Ramayogeswara Rao, Retd. HOD, BCAS, Bapatla**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise): 75:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Museum Keeper	1	--
Record Assistant	1	--
Attender	1	--

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: **M.Phil:** **PG.: 02**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: --

Funding agencies: --

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) :

Nil

* Monographs :04

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* Chapter in Books:

* Books Edited :

* Books with ISBN/ISSN numbers with details of publishers :

* Citation Index :

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in a) National committees b) International Committees c)

Editorial Boards:

Nil

22. Student projects:

i) Percentage of students who have done in-house projects including inter departmental/programme: 45%

j) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: --

23. Awards/ Recognitions received by faculty and students: --

24. List of eminent academicians and scientists/ visitors to the department: --

25. Seminars/ Conferences/Workshops organized & the source of funding:--

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.Sc (B.Z.C)								
Year	Applications Received		Selected	Enrolled				Pass percentage
	TM	EM		Male		Female		
	TM	EM		TM	EM	TM	EM	
2009-10	36	25	37	06	06	19	06	Paper – I -90% Paper – II -100% Paper – III – 86% Paper – IV -90%
2010-11	32	5	18	09	0	09	0	Paper – I -64 Paper – II -71 Paper – III - 81 Paper – IV -84
2011-12	40	32	53	8	7	20	18	Paper – I -62 Paper – II -92 Paper – III - 93 Paper – IV -100
2012-13	39	45	52	13	13	11	15	Paper – I -60 Paper – II - 59 Paper – III - 85

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								Paper – IV -85
2013-14	23	37	47	15	16	8	8	Paper – I -95% Paper – II -95% Paper – III -100% Paper – IV -100%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
CBZ	100	00	00

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil	
PG to Ph.D	
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **Yes**
- b) Internet facilities for Staff & Students : **No**
- c) Class rooms with ICT facility

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies:

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

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Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

1. Teaching Aids
2. OHP
3. PPTs
4. Video Lessons

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- a. Participation in Tree plantation,**
- b. Campus cleaning programmes through Eco club of the college.**

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Well equipped lab**
- 2. Well maintained Museum**
- 3. Study material**
- 4. Tutorial system**
- 5. Concentration on slow learners**

Weakness:

- 1. Shortage of supporting staff**
- 2. Student ratio is very high.**

Healthy Practices of Department

1.	Title of the Practice	Lab technician
2.	Goal	To impart various lab techniques to students
3.	The Context	Lab technology knowledge not only provides good knowledge but also helps in financial support.
4.	The Practice	Students are given training in various aspects of Lab technology
5.	Evidence of success	Students became familiar with various tests like Glucometry, Blood grouping, checking BP etc.,

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6.	Problems Encountered and Resources Required	Financial support is required as it incur more expenditure.
7.	Notes (Optional)	

8.Contact Details

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EVALUATIVE REPORT OF THE DEPARTMENT OF STATISTICS

1. Name of the Department: **Statistics**
2. Year of Establishment: **1996**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	02	01(Adhoc)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1. K.Surekha	M.Sc	Lecturer	Applied Statistics	1	

11. List of senior visiting faculty: **Sri Phani Kumar, Vidya College, Chirala**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **50%**

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13. Student -Teacher Ratio (programme wise): 50:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: -- **M.Phil:--** **PG.: 01**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. Research Centre /facility recognized by the University: Nil

19. Publications: Nil

* a) Publication per faculty: Nil

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : Nil

* Monographs : 04

* Chapter in Books: Nil

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: Nil

22. Student projects:

k) Percentage of students who have done in-house projects including inter departmental/programme: 65%

l) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department: Nil

25. Seminars/ Conferences/Workshops organized & the source of funding: Nil

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.Sc					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	40	26	10	16	Paper – I -81% Paper – II -96% Paper – III – 96% Paper – IV -99%
2010-11	36	24	6	18	Paper – I -100% Paper – II -62% Paper – III -88% Paper – IV -88%
2011-12	37	32	10	22	Paper – I -90% Paper – II -95% Paper – III – 90% Paper – IV -73%
2012-13	33	24	14	10	Paper – I -73 % Paper – II -100% Paper – III -95% Paper – IV -100%
2013-14	43	24	15	9	Paper – I -95 % Paper – II -94% Paper – III -93% Paper – IV -100%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil	
PG to Ph.D	
Ph.D to POST-Doctoral	
Employed	
• Campus selection	00%
• Other than the campus recruitment	10%
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities

a) Library : **Yes**

b) Internet facilities for Staff & Students : Yes

c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning: **Paper Clippings**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Nil

35. SWOC analysis of the department and Future plans:

Strength:

1. Good teaching staff.

2. Supportive Principal and efficient management.

Weakness: Nil

Healthy Practices of Department of

1.	Title of the Practice	Certificate course in SAS
2.	Goal	To encourage the students in small projects, industrial tours.
3.	The Context	Statistics plays vital role in many fields. It is essential to analyze the results of any data.
4.	The Practice	Many classes and seminars are conducted.
5.	Evidence of success	Students are acquiring good knowledge and getting jobs.
6.	Problems Encountered and Resources Required	More practice is required.
7.	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF ELECTRONICS

1. Name of the Department: **Electronics**
2. Year of Establishment: **1990**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**
9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
A.Venkateswara Rao	M.Sc (Tech) VLSI Design	Lecturer	VSLI Design	01	

11. List of senior visiting faculty:
 1. **Smt. M. Madhavi (Sri Chaitanya Bharathi Degree College, Chirala)**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50%
13. Student -Teacher Ratio (programme wise): **70:1**
Self Study Report, Cycle – 2, BCAS Bapatla

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Technician	01	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: **M.Phil:** **PG.: 01**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **04**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects:

m) Percentage of students who have done in-house projects including inter departmental/programme: **40 %**

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n) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **10%**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Department of Electronics					
Name of the Course :		B.Sc			
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	45	36	17	19	Paper – I -80 % Paper – II -95% Paper – III -100% Paper – IV -94%
2010-11	50	35	27	8	Paper – I -56% Paper – II -87% Paper – III -100% Paper – IV-100%
2011-12	55	40	25	15	Paper – I - 76% Paper – II -85% Paper – III -82% Paper – IV -96%
2012-13	67	36	29	07	Paper – I -42 % Paper – II -72% Paper – III -77% Paper – IV -96%
2013-14	59	36	25	11	Paper – I -48 % Paper – II -58% Paper – III -95% Paper – IV -52%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	100%	Nil	Nil

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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	10%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library : **Yes – 50**

b) Internet facilities for Staff & Students : **Yes**

c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning: **1. Paper Clippings,
2. Power point
Presentation.
3.Circuit simulation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**

35. SWOC analysis of the department and Future plans:

Strength:

12. Good Management.

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- 13. Good Lab Practicals.**
- 14. Good Teaching staff.**

Weakness: Nil

Healthy Practices of Department

1.	Title of the Practice	VLSI design and embedded systems
2.	Goal	To encourage the students in small projects and technical courses.
3.	The Context	To create awareness about technical courses.
4.	The Practice	Many classes and seminars are conducted.
5.	Evidence of success	Students are getting good jobs in technical side.
6.	Problems Encountered and Resources Required	--
7.	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF COMPUTER SCIENCE

1. Name of the Department : **COMPUTER SCIENCE**
2. Year of Establishment: 1988
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) UG - B.Sc(Maths,Physics,Computer Science)
 B.Sc(Maths,Electronics ,Computer Science)
 B.Sc(Maths,Statistics,Computer Science)
 B.Sc(Maths,Computer Science,Multimedia)
 Bachelor of Computer Applications
 B.COM(RES)
4. Names of Interdisciplinary courses and the departments/units involved:
B.A., B.Com., B.Com (Res)
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments : ---
7. Courses in collaboration with other universities, industries, foreign institutions, etc. ---Nil
8. Details of courses/programmes discontinued (if any) with reasons: ---
9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	--	--
Associate Professors	--	--
Asst. Professors	--	--
Lecturers	07	07

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Special ization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
P.PADMAJA	M.Tech(CSE)	HOD	--	11	--
K.RAGHAMANI	M.Sc.Computers	Lecturer	--	06	--
A.PITCHAI AH	M.Tech(CSE)	Lecturer	--	08	--
A.SURESH BABU	M.Tech(CSE)	Lecturer	--	04	--
T.THIRUMALARAO	M.C.A	Lecturer	--	01	--
SK.JAIRUDDIN	M.C.A	Lecturer	--	01	--

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V.NAGA MANI	M.C.A	Lecturer	--	01	--
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10. List of senior visiting faculty:

Sri. K.N. Prasad
Sri.K.Jaya Sankar Prasad

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 90%

13. Student -Teacher Ratio (programme wise): 80:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Computer technical staff	1	1
Lab assistant	1	1

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: -- **M.Phil:** -- **PG.: M.Sc or MCA**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: --

National: --

Funding agencies: --

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: ---

18. Research Centre /facility recognized by the University: ---

19. Publications: --

* a) Publication per faculty: --

* Number of papers published in peer reviewed journals (national /international) by faculty and students: --

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : --

* Monographs : 14

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*

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: --

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme:75%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: -25

23. Awards/ Recognitions received by faculty and students: --

24. List of eminent academicians and scientists/ visitors to the department: --

25. Seminars/ Conferences/Workshops organized & the source of funding:

National: --

International: --

26. Student profile programme/course wise:

Department of Computer science					
Name of the Course :		B.Sc.,B.Com (RES), BCA			
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	136	124	67	57	Paper – I -60 % Paper – II -88% Paper – III -86% Paper – IV -96%
2010-11	164	147	96	51	Paper – I -53 % Paper – II -83% Paper – III -85% Paper – IV -92%
2011-12	194	167	103	64	Paper – I -41% Paper – II -79% Paper – III -72% Paper – IV -74%
2012-13	163	137	95	42	Paper – I -34 % Paper – II -78% Paper – III -60% Paper – IV -77%
2013-14	202	151	102	49	Paper – I -42 % Paper – II -58% Paper – III -89% Paper – IV -82%

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27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Sc	100	-	-
BCA	100	--	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. **20%**

29. Student progression

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil	70
PG to Ph.D	10
Ph.D to POST-Doctoral	
Employed	20
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **available**
- b) Internet facilities for Staff & Students: yes, available
- c) Class rooms with ICT facility: **01**

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : **3**

31. Number of students receiving financial assistance from college, university, government or other agencies :

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

Power point presentations (ppts)

E learning

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : NSS

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35. SWOC analysis of the department and Future plans:

Strength:

- 1. Introducing project works.**
- 2. Awareness on Multimedia.**
- 3. Preparation of the students to face interviews for software jobs.**

Weakness: Nil

Healthy Practices of Department

1.	Title of the Practice	Tally, Multimedia
2.	Goal	To train non computer students particularly Arts and Commerce students in the above packages.
3.	The Context	There are many job opportunities in multimedia field and accounting package like tally. So we can create employment to students by giving good training in the above packages.
4.	The Practice	Lectures, practice in the laboratory.
5.	Evidence of success	Some students gained good knowledge and secured jobs.
6.	Problems Encountered and Resources Required	Irregularity in the students, requires interested students.
7.	Notes (Optional)	

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
City : **Bapatla**
Pin Code : **522101**
Accredited Status : **“A”**
Work Phone : **08643224066**
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E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH

1. Name of the Department: **English**

2. Year of Establishment: 1963

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG

4. Names of Interdisciplinary courses and the departments/units involved:

Nil

5. Annual/ semester/choice based credit system (programme wise)

Annual

6. Participation of the department in the courses offered by other departments

Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

Nil

8. Details of courses/programmes discontinued (if any) with reasons

Nil

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	05	05

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
M/s. A.V.Rajya Lakshmi	M.A., M.Phil	Lecturer	Major form Drama	16	
A.V. Krishna Rao	M.A., M.Phil	Lecturer	Common wealth	26	
M.Luther	M.A., M.Phil	Lecturer	Drama	15	
P.Ananda Rao	M.A., M.Phil	Lecturer	Major form Drama	20	
A.Ratnam	M.A	Lecturer	Common wealth	14	
P.Irmia	M.A., M.Ed	Lecturer	Common wealth	02	

11. List of senior visiting faculty:

Mr. N.Srinivasa Rao, Retd. Lecturer in English

Mr. A.Nagesh, Lecturer in English

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

Nil

13. Student -Teacher Ratio (programme wise): 120:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: M.Phil: 04 PG.: 05

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Self Study Report, Cycle – 2, BCAS Bapatla

National: Nil

Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:

Nil

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

* a) Publication per faculty:

P. Ananda Rao

1. "Understanding Yogi Vedanta's poetry: A Dalit perspective" Exploring fourth world literatures Tribals, Adivasis, Dalits Vol. 2, Published by Prestige books New Delhi ISBN 978817851082 8

2. "A Y N RAND AND THE EVALUATION OF RUSSIAN LITERATURE - A CRITICAL OUTLOOK" Notions a peer reviewed Journal of English Literature volume 4 Number 4 December 2013 I S S N: 09765247

3. "RE REPRESENTING ISHMAEL REED THROUGH POSTMODERN FICTION" Notions a peer reviewed Journal of English Literature volume 4 Number 4 December 2013 ISSN: 09765247

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Faculty - 03**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) :

* Monographs : -- 15

* Chapter in Books: --* h-index: --

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:

Nil

22. Student projects:

Self Study Report, Cycle – 2, BCAS Bapatla

c) Percentage of students who have done in-house projects including inter departmental/programme: **40%**

d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:
Nil

23. Awards/ Recognitions received by faculty and students:
Nil

24. List of eminent academicians and scientists/ visitors to the department:
1. Prof. Raja Sekhar, Acharya Nagarjuna University
2. Dr.Raghu Ram, Asst.Prof. VVIT Engg College, Nambur.
3. Dr.Sreekanth, Asst. Prof, Engg. College, Machilipatnam.
4. K.Sreenivasa Raju, Retd. Lecturer, BCAS, Bapatla.

25. Seminars/ Conferences/Workshops organized & the source of funding:
State level: English communication – A road map on 29-06-2010.
National: Nil
International: Nil

26. Student profile programme/course wise:

Name of the Course : B.A, B.Com, B.Sc				
Year	Selected	Enrolled		Pass percentage
		Male	Female	
2009-10	502	325	177	Paper – I -78% Paper – II -65%
2010-11	516	300	202	Paper – I -86% Paper – II -92%
2011-12	556	334	222	Paper – I -83% Paper – II -99%
2012-13	509	309	200	Paper – I - 69 % Paper – II -87%
2013 -14	473	318	155	Paper – I - 91 % Paper – II -96%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A., B.Com., B.Sc	99.5	0.5	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	5%
PG to M.Phil	5%
PG to Ph.D	2%
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **Yes**
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : --

31. Number of students receiving financial assistance from college, university, government or other agencies:

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures were arranged.

33. Teaching methods adopted to improve student learning:

Self Study Report, Cycle – 2, BCAS Bapatla

Seminars

Projects

Assignments

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Yes, participating in various programmes conducted by NSS, NCC units.

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Good teaching staff**
- 2. Good management**
- 3. Good administration**

Weakness: Majority of the students are from rural area.

Healthy Practices of Department

1	Title of the Practice	Spoken English
2	Goal	To make the students to speak in English
3	The Context	Spoken English is essential now a days to get better placement or job
4	The Practice	Many classes, seminars are conducted.
5	Evidence of success	Students become successful to communicate in English to some extent
6	Problems Encountered and Resources Required	Majority of the students are from rural back ground. More practice is required.
7	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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E-mail : **www.bcasbapatla@gmail.com**

Self Study Report, Cycle – 2, BCAS Bapatla

EVALUATIVE REPORT OF THE DEPARTMENT OF TELUGU

1. Name of the Department: Telugu
2. Year of Establishment: 1963
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	09	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.G.Jansi Vani	M.A, M.Phil, Ph.D	Reader	Linguistics	21	
Dr.K.Subba Rao	M.A, M.Phil, Ph.D	Lecturer	Dalit Literature	10	
Smt.P.Kalyani	M.A	Lecturer	Feminism	02	

11. List of senior visiting faculty: **1. Dr. A.Walter M.A, M.Phil, Ph.D**
2. Dr. P.Vijay Kumar M.A, M.Phil, Ph.D
3. Dr. U.Varalakshmi M.A, M.Phil, Ph.D
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil
13. Student -Teacher Ratio (programme wise): 70:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:
- Ph.D: 02 M.Phil: PG.: 01**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:
- National: Nil**
Funding agencies: Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre /facility recognized by the University: Nil
19. Publications: Nil
- * a) Publication per faculty: Nil
- * Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : Nil
- * Monographs : 07
- * Chapter in Books: Nil Nil
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: Nil

Self Study Report, Cycle – 2, BCAS Bapatla

22. Student projects:

- e) Percentage of students who have done in-house projects including inter departmental/programme: 45 %
- f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department:

Prof. Vijaya Lakshmi, Central university, Hyderabad

Dr.U.Vara Lakshmi, Retd. Lecturer, BCAS, Bapatla

Dr.P.Vijaya Kumar, Retd. Lecturer, BCAS, Bapatla

25. Seminars/ Conferences/Workshops organized & the source of funding:

- a) Conducted a conference in connection with “*Matrubhasha dinostvavam*” in collaboration with Eanadu Daily news paper.
- b) Organized a conference on “*Telugu bhasha Dinostavam*”
- c) Organized a seminar on “*Sahityamlo stree*”.

Above conferences, seminar funded by the management.

National: Nil

International: Nil

26. Student profile programme/course wise:

Department of Telugu				
Name of the Course :	B.A.,B.Com.,B.Sc			
Year	Selected	Enrolled		Pass percentage
		Male	Female	
2009-10	491	352	139	Paper I – 84% Paper II – 94%
2010-11	485	359	126	Paper I – 88% Paper II – 96%
2011-12	519	374	145	Paper I – 90% Paper II – 92%
2012-13	458	322	136	Paper I – 89% Paper II – 96%
2013-14	775	520	255	Paper I – 91% Paper II – 82%

27. Diversity of Students

Self Study Report, Cycle – 2, BCAS Bapatla

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A, B.Sc, B.Com	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil	10%
PG to Ph.D	05%
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	50%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

- Group discussions**
- Seminars, quiz**
- Providing study material**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Self Study Report, Cycle – 2, BCAS Bapatla

Members of the department are conducting co curricular and extra curricula activities in the college.

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Good teaching staff.**
- 2. Supportive Principal and efficient management.**
- 3. Literary programs and cultural activities.**

Weakness:

Healthy Practices of Department

1	Title of the Practice	Campus Journal
2	Goal	To create awareness about various activities / events taking place in the campus
3	The Context	Various activities will takes place in any educational institutions like seminars, workshops, academic and sports competitions. Most of the students will not have much knowledge about all these. By publishing a campus journal we can provide information about such events.
4	The Practice	Campus journal is published bimonthly.
5	Evidence of success	Students are participating in the various events and getting success.
6	Problems Encountered and Resources Required	Requires more financial assistance.
7	Notes (Optional)	

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
City : **Bapatla**
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Mobile : **9985273988**

Self Study Report, Cycle – 2, BCAS Bapatla

EVALUATIVE REPORT OF THE DEPARTMENT OF HINDI

1. Name of the Department: **Hindi**
2. Year of Establishment: **1965**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	03	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.P.Tirupathama	M.A., M.Phil, Ph.D	Reader	Modern Literature	15	-
D.Raghava Rao	MA, B.Ed	Lecturer		10	-

11. List of senior visiting faculty: **1. Sri. K.V.Satyanarayana Charyulu**
2. Sri. D.Venkateswara Rao

Self Study Report, Cycle – 2, BCAS Bapatla

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise): :

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 01

M.Phil:01

PG.: 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil

Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **04**

* Chapter in Books: **Nil**

*

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects: **Nil**

Self Study Report, Cycle – 2, BCAS Bapatla

g) Percentage of students who have done in-house projects including inter departmental/programme: **10%**

h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

B.A ., B.Sc., B.Com				
Year	Selected	Enrolled		Pass percentage
		Male	Female	
2009-10	35	11	24	99%
2010-11	36	20	16	100%
2011-12	53	21	32	100%
2012-13	26	13	13	100%
2013-14	43	22	21	100%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A, B.Com, B.Sc	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil	-
PG to Ph.D	-

Self Study Report, Cycle – 2, BCAS Bapatla

Ph.D to POST-Doctoral	
Employed <ul style="list-style-type: none">• Campus selection• Other than the campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **Yes – 30 Volumes**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged when ever required.

33. Teaching methods adopted to improve student learning:

Maps, Charts, Papers.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Nil**

35. SWOC analysis of the department and Future plans:

STRENGTH:

- 1. Good Teaching Staff.**
- 2. Good Management.**
- 3. Supporting Principal.**

WEAKNESS:

- 1. Non-Hindi speaking students.**

Healthy Practices of Department

1.	Title of the Practice	Translation
2.	Goal	To make the students familiar with translation of English - Hindi.
3.	The Context	Hindi is our national language. Good knowledge in Hindi will make getting employment easy.
4.	The Practice	Extra classes were taken to improve the language and translation skill.
5.	Evidence of success	Students become successful to translate.
6.	Problems Encountered and Resources Required	Majority of the students are from rural back ground. More practice is required.
7.	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
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Accredited Status : **“A”**
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Website : **www.bcasbapatla.ac.in**
E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF COMMERCE

1. Name of the Department: Commerce
2. Year of Establishment: 1963
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

UG

4. Names of Interdisciplinary courses and the departments/units involved:

BCA

5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments

Computer department

7. Courses in collaboration with other universities, industries, foreign institutions, etc. --

8. Details of courses/programmes discontinued (if any) with reasons

BBM

Reason/s: No admissions

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	10+02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
P.Anjaneyulu	M.Com	Lecturer		31	--
Dr.P.C.Sai Babu	M.Com., Ph.D	Reader		32	4
A.Jyosthna	M.Com, B.Ed	Lecturer		6	-
J.Hanuma Jyothi	M.Com	Lecturer		2	-
A.Subba Rao	M.Com	Lecturer		2	-
V.Rama Rao	M.Com	Lecturer		1	-
N.Narasimha Rao	M.A.LLB	Lecturer			

11. List of senior visiting faculty: --

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

--

13. Student -Teacher Ratio (programme wise): 25:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 01 M.Phil: 0 PG.: 04

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: --

Funding agencies: --

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: UGC, Rs.1,00,000

18. Research Centre /facility recognized by the University:

Dr.P.C.Sai Babu is a recognized Guide for research

Self Study Report, Cycle – 2, BCAS Bapatla

19. Publications:

* a) Publication per faculty:

Dr.P.C.Sai Babu : More than 28 articles on various issues like Water crisis, Global Employment trends, Communication skills, Co modification of Higher Education, Minorities at Stake, Using Environment as laboratory, NPAs in Banks, Economic crisis and Unemployment, Environment and Ethics, Protecting Biodiversity, Anti corruption strategy, global employment opportunities were published in various leading magazines like HRD times with ISSN 0976-7401

* Number of papers published in peer reviewed journals (national /international) by faculty and students:

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) :

* Monographs:12

* Chapter in Books:

Dr.P.C.Sai Babu: 5 Chapters in 5 text books for B.Com students, published by Telugu Akademy

* Books: **Dr.P.C.Sai Babu:** wrote a text book on “Government Control over Public Enterprises”

* Books with ISBN/ISSN numbers with details of publishers : :

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:

Dr.P.C.Sai Babu : **1. Editorial Board member, HRD Times**
 2. Associate member, Quality Control of India

22. Student projects:

i) Percentage of students who have done in-house projects including inter departmental/programme:

j) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:

23. Awards/ Recognitions received by faculty and students:

Dr.P.C.Sai Babu – Best teacher awardee by Govt. of A.P

24. List of eminent academicians and scientists/ visitors to the department:

Prof. K.V. Rao, Vice – chancellor, Acharya Nagarjuna University

Self Study Report, Cycle – 2, BCAS Bapatla

25. Seminars/ Conferences/Workshops organized & the source of funding:

National: State level seminar on Banking, funded by UGC

International:--

26. Student profile programme/course wise:

Name of the Course : B.Com					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	339	210	177	33	Paper – IBE -53% FA-57% QT – 39% CF – 75% Paper – II CBD-92% FA – 88% B&FS100% QT-80% IIIYr BL – 97% IT &PA- 88% C&MA – 79% BC&RW – 97% RG – 73% DA – 82% ICS – 100%
2010-11	275	205	166	39	Paper – IBE -74% FA-84% QT – 73% CF – 48% Paper – II OAT-49% AA – 66% BS- 67% TAXATION-64% FSB&I – 74% IIIYr BL – 73% Auditing- 68% C&MA – 97% CA – 72% ACA – 88% MA – 73%
2011-12	245	222	176	46	Paper – IBE -15% FA-85% QT – 89% CF – 17% Paper – II OAT-26% AA – 60%

Evaluative Report of the Department of Commerce

					BS- 67% TAXATION-84% FSB&I – 81% IIIYr BL – 87% Auditing- 89% C&MA – 68% CA – 46% ACA – 62% MA – 83%
2012-13	235	200	153	47	Paper – IBE -81% FA-83% QT – 77% CF – 63% Paper – II OAT-43% AA – 81% BS- 58% TAXATION-96% FSB&I – 74% IIIYr BL – 79% Auditing- 66% C&MA – 89% CA – 71% ACA – 80% MA – 79%
2013-14	235	200	153	47	Paper – I BE -64% FA-77% QT – 81% CF – 69% Paper – II OAT-26% AA – 51% BS- 77% TAXATION-82% FSB&I – 84% IIIYr BL – 99% Auditing- 90% C&MA – 100% CA – 89% ACA – 89% MA – 96%

27. Diversity of Students

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Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.Com	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. --

29. Student progression

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil	1%
PG to Ph.D	-
Ph.D to POST-Doctoral	-
Employed	01
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities

- a) Library: **Yes, maintaining department library**
- b) Internet facilities for Staff & Students: **Yes available**
- c) Class rooms with ICT facility

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **Computer lab is available**

31. Number of students receiving financial assistance from college, university, government or other agencies:

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

- Conducting group discussions
- Providing study material
- Conducting study hours

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- Conducting extra classes

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Participating in programmes conducted in college

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Staff with professional skills**
- 2. Departmental library with latest books**
- 3. Computer lab for the department**

Weakness: Nil

Healthy Practices of Department of Commerce

1	Title of the Practice	Conducting Quiz, Elocution, debate competitions
2	Goal	To motivate students to get job or campus selection. To secure good results.
3	The Context	To ensure quality education.
4	The Practice	Personal counseling for academically poor students.
5	Evidence of success	Students are getting campus selection
6	Problems Encountered and Resources Required	Problems identified with rural students having poor knowledge in English. Personal counseling is provided
7	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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Self Study Report, Cycle – 2, BCAS Bapatla

Evaluative Report of the Department of Commerce

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Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS

1. Name of the Department: **Economics**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: Nil

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Lecturers	05	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Smt.K.Nirmala	M.A	Lecturer	Agricultural Economics	30	-
Sri.K.Srikanth	M.A	Lecturer	Public Finance	17	-

11. List of senior visiting faculty:

- a. **P.L. Narasa Raju Retd. Lecturer, BCAS, Bapatla**
- b. **Sasya Prabha – Lecturer In Economics**
- c. **V.Koteswara Rao, Lecturer, GDC, Chebrole**
- d. **Dr. Y. Venkateswara Rao, Lecuter**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise): **50:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 0 M.Phil: 0 PG.: 02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **10**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: **UGC**

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects: **20%**

a) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

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b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department:

1. Prof. Sivala Kumar – Agri. Engg. College, Bapatla
2. DV. P.John Wesly, Asst. Dean, Food Sciences, Bapatla
3. Sri.G.Mastan Rao – Career Guidance

25. Seminars/ Conferences/Workshops organized & the source of funding:

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.A					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	30	26	22	04	Paper – I -64% Paper – II -72% Paper – III – 86% Paper – IV -93%
2010-11	50	36	25	11	Paper – I -59% Paper – II -82% Paper – III -88% Paper – IV -100%
2011-12	32	27	19	08	Paper – I -30% Paper – II -72% Paper – III – 86% Paper – IV -71%
2012-13	30	24	11	13	Paper – I -10 % Paper – II -100% Paper – III -88% Paper – IV -76%
2013-14	45	22	13	9	Paper – I -29 % Paper – II -84% Paper – III -95% Paper – IV -100%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	-
Employed	40%
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **50 Volumes**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies: **90%**

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required: Yes

33. Teaching methods adopted to improve student learning:

- 1. Charts.**
- 2. Models.**

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3. Paper Clippings.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

1. **Nirbhaya**
2. **Anti-Ragging.**
3. **Women Cell.**

35. SWOC analysis of the department and Future plans:

Strength:

1. **Good Infrastructure.**
2. **Good Teaching Staff.**
3. **Efficient Management.**
4. **Supportive Principal.**
5. **Good Library Facilities.**

Weakness:

1. **Illiterate parents.**
2. **Rural background in this students.**
3. **Economically poor students.**

Healthy Practices of Department of Economics

1	Title of the Practice	Market Prices
2	Goal	To create awareness about market prices of Agricultural commodities through consumer clubs.
3	The Context	Consumers are not aware of actual prices of many commodities due to this many of the consumers are being cheated by the hawkers. By creating awareness about prices of commodities we can overcome this problem to some extent.
4	The Practice	Conducting seminars, market survey, group discussion
5	Evidence of success	Students are getting an idea about market prices.
6	Problems Encountered and Resources Required	Not getting Exact data, some people are not cooperating in giving information.
7	Notes (Optional)	--

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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EVALUATIVE REPORT OF THE DEPARTMENT OF HISTORY

1. Name of the Department: **History**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	02	02 (Adhoc)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1.P.Rama Krishna	MA	Lecturer		6 Months	
2. B.Madhu Babu	MA	Lecturer		6 Months	

11. List of senior visiting faculty:

Sri. P.Syamson, Retd.Lecturer, BCAS, Bapatla

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12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise): 25:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Nil	Nil	Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: - **M.Phil:** - **PG.:** 02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **Nil**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects: **Nil**

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c) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.A					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	67	54	32	22	Paper – I -97% Paper – II -80% Paper – III – 91% Paper – IV -95%
2010-11	69	51	29	22	Paper – I -75% Paper – II -89% Paper – III -86% Paper – IV -93%
2011-12	60	45	33	12	Paper – I -78% Paper – II -74% Paper – III – 67% Paper – IV -79%
2012-13	72	60	36	24	Paper – I -45 % Paper – II -66% Paper – III -49% Paper – IV -97%
2013-14	104	37	28	19	Paper – I -34 % Paper – II -86% Paper – III -86% Paper – IV -97%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A	100%	Nil	Nil

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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	40%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : **Yes – 30 Volumes**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

Maps, Charts, Papers.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Nil**

35. SWOC analysis of the department and Future plans:

Strength:

1. Good Infrastructure.

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2. Efficient Management.
3. Good Teaching Staff.
4. Supporting Principal.

Weakness:

1. No permanent staff

Healthy Practices of Department

1	Title of the Practice	Importance and History of local places
2	Goal	To create awareness and to educate students about the history of local area (Guntur Dist)
3	The Context	Being students of History they must know about the importance of local areas in the fields of culture and Socio conditions.
4	The Practice	Visit to places, referring books.
5	Evidence of success	Students are improving their knowledge about the history of local places.
6	Problems Encountered and Resources Required	Requires more expenditure Transport facilities are not well.
7	Notes (Optional)	-

1. Contact Details

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E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department: **Political Science**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		
Lecturers	03	02 (Part time)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
N.Siva Rama Krishna	MA	Lecturer		24	
Dr.R.A.P.Kumari	MA	Lecturer	Self Govt. Public Sector	16	

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11. List of senior visiting faculty:

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise): 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Nil	Nil	Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 01 M.Phil: - PG.: 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications: **Nil**

* a) Publication per faculty: **Nil**

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Nil**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **04**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: **Nil**

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21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: **Nil**

22. Student projects: **Nil**

e) Percentage of students who have done in-house projects including inter departmental/programme: **10%**

f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department: **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:

Name of the Course : B.A					
Year	Applications Received	Selected	Enrolled		Pass percentage
			Male	Female	
2009-10	67	59	42	17	Paper – I -76% Paper – II -68% Paper – III – 97% Paper – IV -100%
2010-11	69	53	35	18	Paper – I -75% Paper – II -51% Paper – III -95% Paper – IV -95%
2011-12	60	48	36	12	Paper – I -97% Paper – II -70% Paper – III – 97% Paper – IV -92%
2012-13	72	55	36	19	Paper – I - 96 % Paper – II -61% Paper – III -74% Paper – IV -72%
2013-14	104	37	28	19	Paper – I -53 % Paper – II -68% Paper – III -61% Paper – IV -93%

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
B.A	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	40%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Yes – 30 Volumes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required.

33. Teaching methods adopted to improve student learning:

Maps, Charts, Papers.

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34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Nil

35. SWOC analysis of the department and Future plans:

Strength:

- 1. Good Infrastructure.**
- 2. Efficient Management.**
- 3. Good Teaching Staff.**
- 4. Supporting Principal.**

Weakness: Nil

Healthy Practices of Department

1.	Title of the Practice	Discussion on Current Political issues.
2.	Goal	To create awareness about current political issues.
3.	The Context	Many changes are being taking place at State level and National level in India. Students of the Political Science should have atleast some knowledge about current issues.
4.	The Practice	Debates, group discussions.
5.	Evidence of success	Students are being educated about various issues.
6.	Problems Encountered and Resources Required	More discussions are required, time limit

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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Self Study Report, Cycle – 2, BCAS Bapatla

EVALUATIVE REPORT OF THE DEPARTMENT OF LIBRARY SCIENCE

1. Name of the Department: **Library Science**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons:
9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Lecturers	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.P.Premchand	M.A.,MLIS,Ph.D	Lecturer in Library Science	Library Science	27	-

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**

13. Student -Teacher Ratio (programme wise):

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
Technical Staff	01	01
Non-Technical Staff	01	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: 01 M.Phil: PG.: 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **UGC – Minor Research Project; Rs.1,00,000/-**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **Four papers published.**

1. One article published in National Conference proceedings on **Reorientation of Library Services in India** held at Vijayawada during 18-20, August 2007 entitled **‘Quality Library Management for Quality Library Service Need of the Hour’**.
2. One article published in National Conference proceedings on **Public Libraries in the Knowledge Societies** held at Hyderabad during 9-11th July 2010 entitled total **‘Total Quality Management in Libraries’**.
3. One article published in **‘PEARL’** Journal vol.4, No.2 April-June, 2010; entitled **‘TQM Gurus and Their Contributions’**.
4. One article submitted to the seminar held at **ANR College, Gudivada** entitled **‘Total Quality Management and Academic Libraries’**.

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) : **Nil**

* Monographs : **04**

* Chapter in Books: **Nil**

20. Areas of consultancy and income generated: --

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:

22. Student projects: **Nil**

g) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists/ visitors to the department:

1. Dr.P.Somayajulu, Retd. Librarian, GDC, Anantapur.

2. Sri.P.Srinivasa Rao, Librarian, ANR college, Gudivada.

25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**

National: Nil

International: Nil

26. Student profile programme/course wise:--

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
-	-	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: -

29. Student progression --

Student progression	Against % enrolled
UG to PG	
PG to M.Phil	
PG to Ph.D	
Ph.D to POST-Doctoral	
Employed <ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library :
- b) Internet facilities for Staff & Students : **Provided**
- c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

- d) Laboratories : --

31. Number of students receiving financial assistance from college, university, government or other agencies: **Nil**

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required: Yes

33. Teaching methods adopted to improve student learning: --

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Worked as ANO of NCC coy of BCAS

35. SWOC analysis of the department and Future plans:

STRENGTH:

- 1. Good number of students visiting the library.**

WEAKNESS:

- 1. No separate building.**

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Healthy Practices of Department of Library Science

1.	Title of the Practice	OPAC
2.	Goal	To educate student about various e books, journals available on internet.
3.	The Context	Many advanced ebooks are available on the internet. Some of them are at free of cost. By availing these books students can develop their knowledge.
4.	The Practice	Providing the internet to the students freely.
5.	Evidence of success	Students are accessing internet for ebooks and journals.
6.	Problems Encountered and Resources Required	More systems are required.
7.	Notes (Optional)	-

5. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
Name of the Institution : **Bapatla College of Arts and Sciences**
City : **Bapatla**
Pin Code : **522101**
Accredited Status : **“A”**
Work Phone : **08643224066**
Fax : **08643-221405**
Website : **www.bcasbapatla.ac.in**
E-mail : **www.bcasbapatla@gmail.com**
Mobile : **9985273988**

EVALUATIVE REPORT OF THE DEPARTMENT OF PHYSICAL EDUCATION

1. Name of the Department: **Physical Education**
2. Year of Establishment: **1963**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**

9. Number of teaching posts

Designation	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	-	-
Lecturers	02	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
K.L.Swaroop	M.P.Ed	Lecturer	Athletics	16	-

11. List of senior visiting faculty:

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise):

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Post	Sanctioned	Filled
-	-	-
-	-	-

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Ph.D: **M.Phil: 01** **PG.: 01**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

National: Nil
Funding agencies: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **UGC Rs.100000**

18. Research Centre /facility recognized by the University: **Nil**

19. Publications:

* a) Publication per faculty:

* Number of papers published in peer reviewed journals (national /international) by faculty and students: **3 papers published in international journals.**

- a) **Effect of Pranayama and transcendental meditation on pulse rate and blood pressure of male students of JNTU, ISBN 938048714-2**
- b) **Effect of Pranayama and transcendental meditation on pulse rate and blood pressure among engineering students. ISSN 2319-6661**
- c) **Effect of Pranayama and transcendental meditation on pulse rate and blood pressure and vital capacity of JNTU students. ISSN 2229-7049.**

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SCO host, etc.) :

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* Monographs : **04**

ooks: **Nil**

* Books Edited : **Nil**

* Books with ISBN/ISSN numbers with details of publishers :

1. **Journal of Advanced Research ISSN -2319-6661 (April-2013).**

2. **Journal of Physical Education and Sports Science ISSN – 2229-7049 (June-2013).**

3. **Research Journal of Physical Education and Allied Sciences. ISSN – 734048724- 4 (March -2012)**

* Citation Index : **Nil**

* Index: **Nil**

20. Areas of consultancy and income generated: **UGC**

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards:

22. Student projects: **Nil**

i) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**

j) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

23. Awards/ Recognitions received by faculty and students:

1. IACSS based Hyderabad, awarded as a life member of Indian Federation of Computer Science in sports TM 2011.

2. Banaras Hindu University honoured as a scientist and awarded as a life membership for the contribution of sports.

24. List of eminent academicians and scientists/ visitors to the department:

Dr.G.Srinivas – SERO-UGC – Hyderabad.

25. Seminars/ Conferences/Workshops organized & the source of funding:

National: National Seminar on “Life Style and Health Management” with the collaboration of Acharya Nagarjuna University financial assistance by Union Grants Commission – Hyderabad.

International: -

26. Student profile programme/course wise:

27. Diversity of Students

Name of the Course	% of the students from the same state	% of the students from the other states	% of the students from the abroad
-	100	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc: **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	-
PG to M.Phil	-
PG to Ph.D	-
Ph.D to POST-Doctoral	-
Employed	-
<ul style="list-style-type: none"> • Campus selection • Other than the campus recruitment 	-
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities

a) Library: **Department Library Available.**

b) Internet facilities for Staff & Students: **Internet facility available for Department.**

c) Class rooms with ICT facility:

Common facility in provided by the college in the e-class room for e-content development, it will be used when ever required.

d) Laboratories: **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies:

The State Government is catering the need of socially backward students so 90-95% students are getting social welfare scholarships.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:

Guest lectures were arranged with external experts and occasionally. General Guest lectures will be arranged where ever required: Yes

33. Teaching methods adopted to improve student learning:

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

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1. Red Ribbon awareness programme (AIDS),
2. Adult Education
3. Blood Donation
4. Legal Literacy, Nutrition & Health for Women & Child.

35. SWOC analysis of the department and Future plans:

STRENGTH:

1. Good number of players, Athletics available.
2. Number of courts, Play fields available and also equipments.

WEAKNESS:

1. Permanent games attender not appointed.
2. Rural area students facing the transportation problem to stay after the college hours.

Healthy Practices of Department of PHYSICAL EDUCATION

1.	Title of the Practice	YOGA, PHYSICAL FITNESS CENTRE
2.	Goal	To Physical, Neutral, Emotional and Spiritual development.
3.	The Context	Through yoga, the students concentrate on their studies. Physical fitness centre, the students improve their physical structures.
4.	The Practice	During the holidays, Morning and evening hours during the last hours.
5.	Evidence of success	Providing the facilities with full equipments.
6.	Problems Encountered and Resources Required	One or two more resource required for better performance.
7.	Notes (Optional)	Providing the maximum facilities by the college and management of thankful to the authorities of the concerned education staff.

8. Contact Details

Name of the Principal : **Smt. M.Sarah Niveditha**
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The Bapatla College of Arts & Sciences, Bapatla

(An Institution Aided by Government of Andhra Pradesh Affiliated to Acharya Nagarjuna University)

Sponsored by The Bapatla Education Society

(Regd. S.No.58 of 1962 under societies Act. XXI of 1860)

Accredited with "A" Grade by NAAC

M. Sarah Niveditha., M.A.,
Principal



Guntur District (A.P.)

Date: 25-09-2014

DECLARATION

I certify that the data included in this **Self-Study Report** (SSR), Cycle - 2 is true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Principal

Place: Bapatla

Date: 25-09-2014

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