

VISAKHA GOVERNMENT DEGREE COLLEGE

VISAKHAPATNAM

DEPARTMENT OF BOTANY PROFILE

Name of the Head of the department : Dr A. H. D. Pushpa Latha

Designation: Assistant Professor

Registered e-mail: botanyvgdcw@gmail.com

Departmental status: Conventional/ Self Financed: Conventional

Date of Establishment of Department: 1998

About the Department:

The department of Botany established in July 1998 with a view to provide an opportunity for women students to pursue graduation in Science.

The dept has rich laboratory with modern equipment and infrastructure facilities and botanical garden has been maintained with rich medicinal and taxonomically important plants in the acquisition and spreading of botanical knowledge.

Regular annual field trips and botanical tours help the students to explore the flora in nature and inculcate the research culture in the students. To inculcate the concept of conservation of biodiversity, we are frequently organizing awareness programs and regular plantations in addition to the implementation of water conservation methods.

With the challenges posed by environmental changes on the existing flora, the significance and scope of botany has widened to a great extent.

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 A. H. D. PUSHPA LATHA	M Sc Ph D	ASSISTANT PROFESSOR HEAD OF THE DEPARTMENT OF BOTANY	BOTANY CYTOGENETICS	9 YEARS	
J. LAVANYA	M Sc M Tech (Ph D)	ASSISTANT PROFESSOR	BOTANY AGRICULTURAL BIOTECHNOLOGY	9 YEARS	

2.1 Student Enrolment and Profile:

ACADEMIC YEAR: 2020-21

S. No	NAME OF THE PROGRAM	PROGRAM CODE	INTAKE	ADMITTED
1	B Sc -Microbiology, Botany and Chemistry	95	30	30
2	B Sc - Biotechnology, Botany and Chemistry	37	30	29
3	B Sc - Botany, Zoology and Chemistry		40	40
4	B Sc- Botany, Horticulture and Chemistry		30	28

CATEGORYWISE ADMISSIONS FOR THE YEAR 2020-21

S. No	NAME OF THE PROGRAM	SC	ST	OBC	GENERAL	TOTAL
1	B Sc -Microbiology, Botany and Chemistry	7	7	13	3	30
2	B Sc - Biotechnology, Botany and Chemistry	8	5	15	1	29
3	B Sc - Botany, Zoology and Chemistry	8	5	22	5	40
4	B Sc- Botany, Horticulture and Chemistry	4	14	10	0	28
	TOTAL	27	31	60	9	127

MENTORING SYSTEM FOLLOWING IN THE DEPARTMENT

The mentor categorizes the students into slow and advanced learners based on their performance in the internal exams. Special concern is given to slow learners and remedial classes are scheduled to improve their performance. Mentor monitors the student's discipline and regularity and Counsel students to build confidence to overcome their drawbacks and improve their performance in academics. Mentor continuously monitors and motivates the students in all academic matters. Faculty members help to solve the problems of the students in academics, career advancement, campus, hostel and personal issues. Advises the students regarding choice of electives, project and participation of activities within and outside the institution. Mentors help students to improve communication, listening skills and Identify student's talents and help to improve their competencies. Class counsellors support

their students in skill development and enhancing abilities through observation and assessment. Guide students to choose a right career path for job, higher studies, entrepreneurship, etc. Mentor meets the class at least twice a month. After every internal examination, performance review is conducted and additional academic help is offered to the mentees. Mentors call the parents of the mentees discuss the issues related to long absence and health and try to sort out the issues. Parent meetings were held as per the schedule, the student progress will be discussed with special emphasis on their attendance. The mentoring process is reviewed by the respective department heads and principal at regular intervals.

Teacher Profile and Quality

Number of full-time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
02	02	NIL	0	01

Evaluation Process and Reforms

The Continuous Internal Evaluation (CIE) includes assignments, MCQs, Quizzes, Group Discussions. · All the teachers of concerned subjects submit a set of question papers through the Head of the Department to the examination committee. · The question papers for the internal examination are prepared in a uniform pattern and as per the guidelines of the University. The exam is conducted on a common schedule and supervised by the examination committee member. · The syllabus for the internal examination is communicated to the students in advance by the concerned subject teacher. · The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process, students grievances are taken care of and are redressed in a timely manner. · Marks of Internals and end semester examinations are well documented in the Central Marks Register and Department Marks Register. · Online internal marks are submitted to the university on the university internal examination portal. · One of the members of the examination committee acts as internal squad for the prevention of malpractices in the internal examination. · Marks lists of the students are prepared after the evaluation and documented for the further clarification.

Reforms initiated on Continuous Internal Evaluation (CIE) system at the departmental level

The college examination committee constituted under the chairmanship of the Principal looks into the internal examination related grievances and appropriate measures are taken to resolve them transparently and within the stipulated time. · The code of the conduct for the examination is available in the college prospectus and displayed in the website and also on the central notice board of the institution. Once the test is conducted, answer sheets are analyzed immediately to assess the performance of the students. These answer sheets are shown to the students and any grievance that comes up regarding evaluation is redressed with immediate effect. · Internal examination marks of various subjects are submitted through Online Portal of the University by the Login Id of the concerned subject teachers. Marks scored in the internal examinations are documented in central marks register as well as department marks registers for future reference. · Suggestion boxes are placed at strategic locations inside the campus through which students are enabled to post their examination related queries and also make suggestions for effective improvements in redressal mechanism. During academic year 2020-21, students' performance in online examinations was shared with them to analyze their shortcomings and work on them.

Academic calendar prepared and adhered for conduct of Examination and other related matters

The institute prepares the Institutional Academic Plan by compiling the academic calendar provided by Andhra University and the Annual Academic Plan given by the Commissionerate of Collegiate Education (CCE) and feedback of the Stakeholders. The academic calendar is discussed in the staff council meeting and faculty are advised to prepare the individual lesson plans and strictly adhere to the plan. The Institutional Academic Plan is displayed on the institute website and also shared with the Faculty and Students so as to ensure proper execution. In line with the academic calendar, each department functions according to the teaching plan prepared at the department level. Staff meetings are regularly conducted to review the progress of class work of the faculty of all departments. On the last day of instruction syllabus completion report is prepared and circulated among the staff to sign which clearly indicates that the staff have completed the syllabus within the approved time. The academic calendar of affiliated University includes beginning of the academic sessions, last working day of the semester, tentative schedules of Mid-Semester examination, list of holidays and Semester-End theory and Practical examination schedule. In accordance with the academic calendar, extracurricular activities are scheduled for the overall development of the student community without causing any disturbance to the classwork. Following the tentative schedule given by Andhra University, the examination committee in consultation with all departments, prepares schedule for Mid-Semester examination and notifies to all well in advance. The mid-semester examinations are conducted and evaluated as per schedule by all faculties. The schedule with exact dates for conduct of Semester-End theory exams is released by Andhra University which is communicated to all faculty and students by Examination committee and conducts as per the schedule. As per the instructions of the university, practical exams were scheduled and submitted to Regional coordinators of Andhra University for approval and conduct of Practical exam in presence of External examiners. After getting approval from Andhra University, practical examinations were conducted in the presence of appointed external examiners. All internal and Practical marks are uploaded into University examination portal within the stipulated time. After the declaration of Semester end examination results by the university, the dates are notified for revaluation and communicated to the students and faculty guide them with revaluation procedure.

Student Performance and Learning Outcomes:

Program outcomes, program specific outcomes and course outcomes for all programs offered by the department are stated and displayed in website of the department

The significance of Outcome based education and learning outcomes is conveyed to the faculty members in IQAC Meetings, College Staff Meetings and by conducting workshops. The Course Outcomes and PSOs are discussed and approved by IQAC and Academic Council of the institute. Program outcomes are communicated to the students and parents during admission counseling to sensitize them about the expected outcomes of the program opted. Induction/Orientation Programs organized at the beginning of the academic session to inform students about the POs, PSOs and COs. As an integral part of teaching, each teacher at the beginning of the semester reiterates the course outcomes of the courses which are going to be dealt in that semester. The hard copy of the respective POs, PSOs and COs is made available in the library and also with the departments. The Program Outcomes are displayed in the college website, on the college notice board and the notice boards of respective departments. Copy of the Course Outcomes along with the curriculum of the specific course is given to students at the beginning of the semester. College is blending the teaching-learning process with the technology and providing opportunities to students for moving towards their learning outcomes broadly.

Pass percentage of students

S No	PROGRAM	No OF STUDENTS ATTENDED	PASSED	%
1	B Sc - Microbiology, Botany and Chemistry	19	19	100
2	B Sc - Biotechnology, Botany and Chemistry	21	20	95

Research Publications and Awards:

S No	TITLE OF THE PAPER	NAME OF THE JOURNAL	IMPACT FACTOR
1	SODIUM CHLORIDE STRESS ON FINGER MILLET SEEDLINGS	INTERNATIONAL JOURNAL OF ADVANCED RESEARCH	7.08
2	ISOLATION AND CHARATERIZATION OF HALOTOLERANT BACTERIA IN NATURAL SALINE HABITAT	INTERNATIONAL JOURNAL OF INNOVATIVE RESEARCH IN MULTIDISCIPLINARY FIELD	6.497
3	GROWTH AND CARBON METABOLISM ASSESSMENT IN FINGER MILLET SEEDLINGS UNDERGONE PGP TREATMENT SUBJECTED TO NaCl	WORLDWIDE JOURNAL OF MULTIDISCIPLINARY RESEARCH AND DEVELOPMENT	4.5

	STRESS		
4	ASSESSMENT OF MERCURY TOXICITY ON SEED GERMINATION SHHOT AND ROOT GROWTH OF CAJANUS CAJAN L.	INETRNATIONAL JOURNAL OF CREATIVE RESEARCH THOUGHTS	7.97

S No	No OF WORKSHOPS/ SEMINARS ORGANISED	No OF WORKSHOPS/ SEMINARS ATTENDED	PAPERS PRESENTED
1	NATIONAL-01	NATIONAL-20	16
2	E-WASTE MANAGEMENT WORKSHOP	STATE -04	

STUDENT SUPPORT AND PROGRESSION

Student Progression

Year	Number of students enrolling into higher education	Program graduated from	Department graduated from	Name of department joined	Name of Program admitted to
2016-2020	25	B Sc	BSc - Microbiology, Botany and Chemistry BSc - Biotechnology, Botany and Chemistry	BOTANY, BIOTECHNOLOGY, HORTICULTURE AND CHEMISTRY	MSc BOTANY

No. of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs (2016-20)

S No	Title of the professional development programme	Number of teachers who attended
1	ORIENTATION COURSE ORGANISED BY UGC HRDC	2
2	REFRESHER COURSE ORGANISED BY UGC HRDC	2
3	REFRESHER COURSE (ARPIT) IN DISASTER MANAGEMENT	2
4	One week orientation workshop on OER, CONTENT DEVELOPMENT, MOOCS AND MOODLE organized by e and ICT academy, NIT Warangal	1

DEPARTMENTAL BEST PRACTICES:

- Our department provides organic compost prepared by collecting garden waste in the campus and dumped in the pit made for compost.
- Distribution of indoor plants to all the departments of our college.
- Department provides saplings for events organized in our college.