

VISAKHA GOVT. DEGREE COLLEGE (WOMEN), VISKHA PATNAM

ANNUAL REPORT 2016-17

The prestigious Visakha Govt. Degree College for Women is the **Brain Child** of the famous Vizagette, the freedom fighter and the philanthropist late **Sri. Singavarapu Surya Rao**. Way back in 1970s he could foresee the need for an educational institution for higher studies, exclusively for women and he struggled hard to give a shape to this social cause. On this occasion I acknowledge my humble tributes to him. His sincere endeavours were earnestly supported by the **Rani Saheba of Jeypore**, Orissa, **Smt. Rama Kumari Devi**. Rani Saheba, the **Queen of Compassion** gave her summer resort palace, situated on the Beach Road, popularly known as **Hawa Mahal** for a nominal rent.

Right from the **inception of the college in 1975**, owing to the endless efforts of eminent educationalists and philanthropists, the institution had provided education at affordable cost to the poor and middle class girls. The college got the **grant-in-aid in 1978** due to relentless efforts of the Founder President, late Sri. S. Surya Rao. Later the Degree College was taken over by the Govt. of Andhra Pradesh in **1992 November**. It was **another feather in the cap** of VGDCW. The Visakha Govt. Degree College for women, from then onwards, till date attracting more and more students to cherish their dreams of higher education and self-sustenance. **Our alumni are in prestigious positions in various fields.**

The college has been **excelling for 43 years** and we are eagerly waiting for the moments to celebrate the GOLDEN JUBILEE year function as the time rolls very quickly. I would like to bring to your attention that ours is the **only** Govt. Degree College for Women in the entire district of Visakhapatnam. The college offers undergraduate courses in B.Sc., B.A., B.Com and post graduate courses in M.A. English, M.A. Psychology, M.A. Social Work and M.Sc. Microbiology. VGDC W is the only college in the state which offers a B.A Group in Edn, Sw., Psy.

Introduced 3 new certificate Courses in the academic year 2016-17. JKC took up the initiative of training final year students for employability skills. ii) Organized One Day National Seminar on “Human Values in Literature” on 29.01.2017. Interaction with eminent personalities Smt. Nanapaneni Rajakumari, Ex MP on 28.09.2016 and Sri. E.A. Narayana Rao, Rector, Andhra University on 10.08.2016. Conducted programmes under Krishna Pushkaralu 2016 from 12th to 23rd August, 2016. 12 iii) Strengthening of Campus infrastructure: Construction of new buildings and procurement of equipment under RUSA Scheme. Internet facility upgraded with 100 mbps. 721 new reference books were purchased. Laboratories procured new equipment worth Rs. 1,50,000 from U.G.C. funds and Rs. 3150000 from RUSA funds utilized towards improving infrastructure facilities. iv) Faculty Development: Inculcate research initiatives among the teachers by encouraging them to apply for research projects. Conducted awareness campaign towards quality education in the departments. attended 6 international seminars and 12 national seminars. v) Holistic Development of students: 65 Students participated in various cultural sports events organized at university/District/State level.

Important Days Celebrated 1. World population day (10.07.16) 2. World environmental day (05.06.16) 3. International youth day (12.08.16) 4. Independence day (15.08.16) 5. National sports day (29.08.16) 6. World literacy day (08.09.16) 7. Education day (11.11.16) 8. National maths day (22.12.16) 9. Republic day (26.01.17) 10. national science day (28.2.17) 11. International women’s day (8.3.17) 12. International consumers day (15.3.17) by different departments.

Organized One Day National Seminar on “Human Values in Literature” on 29-01-2017. 190 Final year students were trained by JKC for employable skills. Undertook 6 programmes on gender issues 1. Awareness on breast Feeding, 05-07-2016 2. Women Trafficking Day, 30-7-2016 3. Violence against women, Sep, 2016 4. Self defense programme, Nov, 2016 5. International Women’s Day 08-03-2017. 65 Students participated in District level cultural & sports events organised at university/District/State level.

UGC Sponsored Two day National seminar on Biodiversity Phytoluxurniance as a way and means for eternal green globe organised by department of Botany on 29/01/2016. Dr.K.Sudha Lecturer in Hindi got best researcher award by Tejasviastivva Foundation, Delhi on 29/01/2017. Two of our students also got awards from the same organisation for their outstanding performance in academics. The faculty of the college participated around 38 national and international seminars and presented papers in various journals and book publications.

Rally Conducted on Cash less Transaction on 06.12.2016 by NSS and Department of Economics. 4 Faculty and 222 studnets participated in the program. Awareness drive on Domalapai dandayata at pitanidibha Gollaveedhi was conducted on 16.08.2016 organised by NSS 4 faculty 230 studnets participated in the program. Organized Health Camp on 22.10.2016 by NSS and All departments Three faculty 226 studnets participated in the program. Organized Blood donation camp on 01.10.2016 by NSS volunteers. Biotech Microbiology departments through Red Cross organisation. 4 Faulty 282 studnets participated in the program. Tree plantation at adopted Village (Pitanidibba) on 07.07.2016 was organised by NSS, department of Botany and Forest Department .3 faculty and 210 studnets participated in the program. Tree Plantation Program at Gollaveedhi on 08.07.2016 was organised by NSS and department of Botany. 2 Faculty and 180 studnets participated in the program. International Yoga Day (21.06.2016) was celebrated by NSS and Physical Education department. 12 Faculty and 220 studnets participated in the program.

Health awareness, Gender issue and swatch bharat programs were continuously held in the college campus inorder to bring more awareness in the student community. Classrooms with Wi-Fi OR LAN was newly introduced in the college campus along with the existing physical facilities. 84 text books and 46 cd and audio visuals are added to the library for this academic year.

The college has maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. Adequate in house staff is employed to meticulously maintain

hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by floorwise attenders. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a full time gardener. Optimum working condition of all properties/ equipment on the campus is ensured. Generator, Air Conditioners are maintained by trained in - house electricians and plumbers of the college. Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories. Every department maintains a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year. The civil and electrical work is adequately monitored and maintained. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs. The requirements are collectively processed in every year so as to keep things ready for the new academic year. Stock verification of library books and records is done every year by the Department of Library. The Annual Maintenance committee are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of furniture repairs, masonry and plaster works, painting, carpentry, plumbing and house- keeping. The non-teaching staff is also trained in maintenance of science and computer equipment. The maintenance of rest rooms and neatness of the entire premises is also taken care. Housekeeping services are regularly executed. Effective utilization of classrooms, seminar halls is taken care as per timetable. For accessing the facilities, the organizing faculty/staff member submits a request form, through HOD and the date of event is registered. Then the halls are accessed on priority basis. The sports equipments, fitness equipments, ground and various courts are supervised and maintained by the Physical Directress. Ground level maintenance is done annually during vacation in addition to the seasonal maintenance done in once in every three months. Grounds men, vendors of Sports goods and students of Physical Education jointly maintain the sports equipments. Seasonal maintenance of all equipments and ground are carried out regularly by the Physical Education students as part of their curriculum. Gymnasium and playgrounds are maintained by the staff

of the Department of Physical Education. GENERAL MEASURES FOR OPTIMUM UTILIZATION At the beginning of the academic year Orientation is given to fresher's about the facilities available in the campus and procedure for maximum utilization of resources in library, laboratories, computing equipment, ICT and sports equipment. All the physical facilities, academic, library and support facilities are utilized by students and staff from all departments and put to optimum use. Students carefully use major instruments and hazardous chemicals under the supervision of the teaching or non-teaching faculty. Spacious and well ventilated class rooms with comfortable dual benches are utilized by students.

Cadbury India ,Jain InfoTech, People Ply, Reliance Digital, WIPRO, HSBC ,GVMC ,Sri Codenovus ,First Step First ,Jaga Hunt, Patra and Patra, Edutech Gowri Degree College ,Imperial Hotel Management etc conducted campus placement in the college.56 students got placement in the academic year. 28 students went for higher education in various universities.

The college has a well organized student council which is renewed every year. The student council consists of the following posts-Chairperson, Vice chairperson, Secretary, Cultural secretary and Class representatives The office bearers of student council for the academic year 2016-2017 are Chairperson: K.HEMA Vice chairperson: D.PRIYANKA RANI Secretary: N. S. CHANDRAKALA Student council advisor: Mrs. P. DHANALAKSHMI, Lecturer in Political Science. They were elected to these posts and the other council members, i.e., the class representatives were elected by their respective classes. The student council was assigned duties like conducting college related activities including sports and cultural activities. The council members attended day to day activities of the students and also identified their problems and resolved them with the help of the Principal and other committees. The student council was also made incharge of maintaining discipline and punctuality of the students. The student council took part in the organization of Fresher's Day, Teacher's Day, Annual Day, Farewell party and National festivals. Students participated in Blood Donation Camps, Youth festivals, Tatwa festival, Social awareness programmes and conducted a rally in protest of Nirbhaya incidence. The college also encouraged students to

participate in various administrative bodies and academic programs by appointing student representatives in committees like College Planning and Development Committee (CPDC), RUSA, Internal Quality Assessment Cell (IQAC), Time Table committee, Examination committee and in student related committees like NSS, NCC, Grievance Redressal Cell and Anti Ragging Committee. Students' participation in the above said committees is an indication of the college administrations' zeal for transparency. The student representatives are made to attend all the committee meetings and express their opinion. The views of the students are given utmost importance in the decision making process. Many cultural activities like Krishna Pushkaralu, Essay writing, Elocution, Quiz, Painting were conducted with the help of the council members. Sports activities like Yoga, Freedom Run, Powerlifting, National Sports Day were organized with the assistance of the student council. Thus our college administration has been providing the opportunities for the all round development of students and transforming them as socially responsible citizens and a morally strong generation. The student council and representatives play an active role in overall academic, administrative, cultural, and social and sports activities of the college and to display and to enhance their leadership qualities and skills..

Research and development: The college management encourages the staff members to engage in research work by applying for minor major research projects and actively participate in national and international seminars. One National Seminar has been organized by the department of Hindi entitled Human Values in Literature. Five staff members published and edited volumes of books Our staff members attended 6 international seminars and 12 national seminars.

Examination and Evaluation: As part of the CBCS system, semester system is introduced to I year UG Students. The College conducts mid semester exams to assess the performance of the U.G. and P.G Students The answer scripts of the students are evaluated by the faculty and return the scripts to the students. The students are provided with suggestions for their performance. The faculty assigns critical assignments, seminars and study projects to

encourage independent learning among the students. The process of independent learning along with training in JKC and ELL inculcate communication skills among the students.

Admission of Students: Admissions are made strictly on the basis of merit and the admission process is completely transparent. Strict observance of Govt. Rules for reserved categories. Admission campaign was conducted in the Junior Colleges of the city. Brochure was prepared with offering courses and fee details. Admissions are made strictly on the basis of merit and the whole process is completely transparent. Govt. Rules for reserved categories are strictly observed. Admission campaign was conducted in the Junior Colleges of the city.

Industry Interaction / Collaboration : College has a linkage with CMFRI, CIFT and WRI. College management encourages students to do project works in collaboration with these labs. The institution collaborates and interacts with research laboratories for project works to be submitted by the P.G. students at the end of the 4th semester. BSc. Bio-tech vocational students approach the research laboratories for their vocational job training program. The students of the institution learn operational techniques of the instruments in research laboratories and work under the guidance of the expert faculty. JKC, of the college, interacts with industries institutions such as Infosys, CIPLA, WIPRO, INFOTECH, GENPACT etc for the placement of the students.

Human Resource Management : The Principal is the head of the Institution and he/she takes the responsibility of motivating the staff for improvement of the effectiveness and efficiency of various programs. Various committees are formed involving all the staff members to ensure smooth conduct of different programs. The faculty update themselves with the latest developments in subjects through reading journals, informative bulletins besides interacting with staff from other colleges for mutual benefit. The activities of the college are performed as a team.

Library, ICT and Physical Infrastructure / Instrumentation: Subscribed for 2 new Journals in addition to 6 existing Journals and 6000 e- Journals. 721 new reference books

were purchased. Internet facility is upgraded with 100 MBPS. Laboratories procured with new equipment worth of Rs. 1,50,000 from U.G.C. funds and Rs. 3,15,0000 was utilized towards infrastructure facilities from RUSA funds.

Teaching and Learning: Learning through field work and Botanical tours Historical trips The institution provides the following facilities like MANA TV, OHP, LCD, language lab, internet facility, Computer Lab, laboratories and smart classrooms for effective delivery of the curriculum. Remedial classes are conducted for slow learners by considering their competencies and needs for learning enhancement. Students are participating in Industrial visits, field trips, attending national congresses organized by various universities to update their knowledge on global trends. Besides, the faculty puts in their efforts to cater the needs of industry and NGOs by providing additional inputs while teaching to the students. Enhancement of study learning skills through participation in seminars and group discussions.

Curriculum Development: Bridge Courses are conducted by various departments at the beginning of the year for newly admitted students to make them aware of the curriculum, mechanism for effective execution , implementation and map the gap between Intermediate syllabus and Degree syllabus. Field work undertaken by UG Social work students as a part of their Curriculum enables them to secure employment in NGOs. Interdisciplinary subjects like Human Values and Professional Ethics, Soft Skills, Environmental Studies, Science Technology studied by UG students give an opportunity to broaden their knowledge base. Our institution is collaborating with University, research and Development organizations, Industries and NGOs for Effective operationalization of curriculum. The Institution has limitations in designing the curriculum being an affiliated Institution of A.U. The institution sends their suggestions periodically to the Board of Studies for their inclusion in the syllabus.

Centralized Funds Management System(CFMS): The College uses Govt. of Andhra Pradesh CFMS which helps in Real Time monitoring of all the payments with monthly/quarterly/annual budgets, Expenditure, Receipts, HR PD Accounts and Employee Services

includes generating monthly pay slips (My Pay slips) , Income for the Year .

<https://cfms.ap.gov.in>

During 2016-17, the CBCS system was introduced by the Affiliating Andhra University. The internal examination marks of both I and II year UG students posted through online. Semester end practical examination marks also submitted to the university through the online portal. For the academic year 2015-16, number of students appeared the examinations are 295 and number of students passed are 217.

The Visakha Govt. College conducts internal and external financial audits regularly. Qualified External auditors formed as a team with staff, under them do a thorough verification of the funds released from the various external bodies such as university Grants Commission and Rastriya Uchchatar Shiksha Abhiyan grants. Utilization certificates for the grants released are submitted to the concerned authorities and their authenticity is verified. An internal audit committee is also constituted with the faculty of Commerce and financial records are checked for authenticity twice in a year.

Best Practice I: i) Title of the practice: Joy of sharing ii) Goal: To motivate the students towards service and to inculcate moral values into the students. To teach the students about the importance of taking care of others and create empathy in them. To involve the students to make them as socially responsible citizens. iii) Context: When the student witnesses the diverse situations in society and they are motivated to transform themselves into responsible citizens. iv) Practice: The student team collected and distributed various fruits, books and clothes (Towels and blankets) to inmates of oldage home and orphanage. The college team interacted with the inmates and they were so overwhelmed. The students also donated stationary items to the young learners at the orphanage. v) Evidence of success: The students feel immensely proud to be able to witness the noble deed committed by them. The students really experienced the joy of sharing. The interaction they had with people there had a positive impact on students and truly made it a positive approach to social service. Problems encountered and sources required: Nil Best Practice II: i) Title of the Practice: Nurturing Plants-- ii)Goal: The aim is to direct the students mind towards constructive

activities with the positive outcome through the contribution to the society through plantation. To educate the students about nurturing plants in an organic method is a step into earth friendly way. To make the campus clean and eco-friendly. To aware the students about the need for plantation. iii) The Context: The institution thinks that nurturing plants is one of the best practices to motivate the students towards promoting green living. To inform the students regarding organic cultivation and to avoid soil pollution or to maintain the soil fertility. This experiential learning motivates the society through students towards organic farming. To use the garden as a learning source for Botany and Environmental Sciences. To improve greenery in the college by nurturing plants. iv) The Practice The department of Botany undertake regular plantation programs in the college campus. Students were made to adopt saplings to protect and maintain them. The students of the college prepared seed beds to enhance the seed germination and survival rate. Raised the saplings by supplying organic compost which was prepared in the college campus using garbage waste. Maintaining the saplings by regular watering weeding. Different kinds of plants were nurtured such as medicinal, vegetable and fruit yielding trees. The collected harvest from the garden was sold for a reasonable price and distributed to the teaching and non-teaching staff of the college. The vegetable plants such as tomato, chilly, brinjal, bottle guard, snake guard, beans, and lady finger medicinal plants such as sarpagandhi, insulin, nelavemu, vavili, Aloe, mint.etc., Leafy vegetables such as Gongora, Amaranthus, Spinach were nurtured in the College garden. The prepared microgreens were distributed in the college as a compliment to the faculty on the occasion of new year. The collected fund used to buy new garden essentials. Every dignitary who visits our college campus plants a sapling as a best practice to mark their visit. v) Evidence of Success Plants were nourished by natural procedure so that the toxic effects of pesticides prevented. Increasing enthusiasm among the students to adopt plants and labelling them with scientific names of plants. The Department of Botany maintains the garden of medicinal plants. The students assured to spread the awareness for growing more trees. vi) Problems Encountered and Resource Required: Nurturing a plant requires a lot of care and it is always subjected to a lot of environmental factors which cannot be controlled by

human beings. Attacking of pest destroy the plants like creepers. It requires a well-trained gardener.

Developing Environmental consciousness through eco friendly practices: The location of this College is advantageous for its natural view, ambience and tranquility. Though the institution is situated in the heart of the city, the campus has luxuriant greenery which reduces the carbon footprint. Environmental consciousness of students is emphasized in many aspects such as offering a compulsory course for all first year students on Environment Studies so that the students are aware of environmental issues. Through the curriculum and extracurricular activities, students are motivated to implement healthy practices and processes to promote, preserve and protect the environment. to create a green and sustainable campus. The college has been taking up regular plantation programmes and organizing awareness programmes on the environment.. As a best practice, students are made to adopt saplings to protect and maintain them. Every dignitary who visits our college campus is asked to plant a sapling to mark their visit. The college has a Green club that conducts activities and raises awareness among the students. The College has emerged strong in its pursuit for quality assurance to make this Institution a Centre for Excellence in line with the College Vision. The college is being identified by the Commissionerate of Collegiate Education (CCE) to be developed as a “centre of excellence”. The institution has good landscaping with pedestrian friendly pathways. Green club and the department of botany has developed a vegetable garden, flower garden and some unique plants which have significant medicinal properties are planted. Students are enlightened with the knowledge of global issues pertaining to different natural calamities and the importance of saving the environment. Students are motivated towards adopting practices which will transform them as socially responsible citizens. Compost preparation is one among the best practices to make organic manure and recharge pits are constructed as a part of water saving techniques. Our students are inspired towards a sustainable way of living and instilled with the quality of ethical and eco friendly values.

The college plans to put in best efforts to improve academic and non academic performance and work sincerely towards attaining autonomous status. To prepare Institutional plan for curricular, co-curricular and extracurricular activities in accordance with the academic plan of the Commissioner of Collegiate Education, A.P, Hyderabad, and the Academic calendar of Andhra University. To encourage research pursuit among faculty members, motivate and guide them to apply for Major, Minor research projects which will not only lead to enhanced knowledge in professional progression but also enable them to contribute significantly to the welfare of the outside community. To organize National level seminars, workshops, awareness programs to enhance the quality of teaching and learning process. To encourage students to participate in large Numbers in various sports and cultural events organized at Regional, State and National level. To undertake gender sensitization programs which will provide an integrated and interdisciplinary approach and enable the students to comprehend the social and cultural constructions of gender and mould them into sensible and sensitive citizens of the society. To undertake green initiatives by creating ecofriendly campus and conserve non-renewable sources of energy. To undertake service-oriented programs such as participation in plantation drives, swatch Bharat programs, distribution of essentials to the needy through active participation of students belonging to NCC and NSS units of our college. To Organize Exhibitions, Demonstrations , fairs to promote entrepreneurship qualities among the student fraternity. To take steps for ensuring better campus management and maintenance To Initiate procedures for Energy Conservation. To Upgrade infrastructure with facilities such as smart classrooms, Biometric devices, internet facility To Introduce new certificate courses for knowledge enhancement and promoting employability skills. Project based evaluation system to be introduced in the mid semester examinations as per affiliating university instructions in CBCS (Choice Based Credit System). Encourage and facilitate faculty to develop MANA TV Live session, give radio talks, generate LMS content, and participate in faculty development programs. Strengthen Psychological counselling cell of the institution. Motivate faculty to attend seminars and conferences of national and international level, publish and present Research

papers in peer review and international reputed journals. Increase the number of library books. To introduce at least one PG course in humanities by next year. To facilitate more classrooms Laboratories for better teaching- learning experience. To encourage a greater number of Pratibha Awards for our students. To utilize the RUSA funds and strengthen the infrastructure of the college. Foster global competency among students through increased collaboration with reputed organizations and introduction of more twining programs. To update Computers with latest software facilities. Departmental libraries are to be strengthened. To introduce certificate courses in soft skills To promote ICT enabled and value-based education system.