

# **SVCR GOVERNMENT DEGREE COLLEGE, PALAMANER**

[Re Accredited with "B+" Grade By NAAC]



**2024-25**



**HANDBOOK**

జ్ఞానాన్ని మించిన శక్తి ప్రపంచం లో మరేదీ లేనే లేదు

## Succession list of Principals 1983-2025

1	Sri A. P. Srinivasa Diskhitulu, M.A , M.Sc	Regular	25-11-1983 to 18-11-1987
2	Sri M. Kesava Reddy, MA	I/C	19-11-1987 to 29-11-1987
3	Sri L .Pulloji Rao M.A	Regular	30-11-1987 to 10-8-1990
4	Sri M. Mahaboob Basha M.A	FAC	11-08-1990 to 25-02-1993
5	Sri B .Ramakrishna M.Sc	Regular	26-02-1993 to 30-06-1995
6	Sri P .Venkataramaiah M.A	FAC	30-06-1995 to 18-06-1996
7	Sri C. Srinivasa Rao M.A	Regular	19-06-1996 to 31-07-2000
8	Sri P .Yesu Babu M.Com	FAC	01-08-2000 to 9-11-2000
9	Sri V .Dhaunjaya Chetty M.A	FAC	01-07-2001 to 09-07-2001
10	Sri K. Kailasam M.A	Regular	24-06-2001 to 30-06-2001
11	Sri V .Dhaunjaya Chetty M.A	FAC	10-11-2000 to 23-6-2001
12	Sri T. Gopal Rao M.Com	Regular	10-7-2001 to 31-12-2002
13	Sri V .Dhaunjaya Chetty M.A	FAC	01-01-2003 to 03-06-2003
14	Sri B .Ragavaiah M.A M.Phil	FAC	01-07-2004 to 07-07-2005
15	Sri G .Bhakthavacthlam M.A	FAC	08-07-2005 to 04-08-2005
16	Sri N. Anjeneyappa M.Com	FAC	05-08-2005 to 27-02-2006
17	Sri G. Bhakthavacthlam M.A	FAC	28-2-2006 to 31-05-2006
18	Sri N .Anjeneyappa M.Com	FAC	01-06-2006 to 23-04-2007
19	Sri M. Doraswamy Naidu M.Com	Regular	24-4-2007 to 31-5-2008
20	Sri N . Anjeneyappa M.Com	I/C	01-06-2008 to 24-06-2008
21	Dr R. Rajendra Reddy M.com, M.Phil, Ph.D	I/C	25-6-2008 to 28-6-2008
22	Dr V. Doraswamy Naidu M.A Ph.D	Regular	29-6-2008 to 16-10-2010
23	Dr R. Rajendra Reddy M.com, M.Phil, Ph.D	Regular	16-10-2010 to 31-12-2012
24	Dr A. Mohiddeen Basha M.A, M.Phil, Ph.D	FAC	01-01-2013 to 21-5-2013
25	Dr Md . Azhar Baig M.Sc ,Ph.D	Regular	22-5-2013 to 30-06-2016
26	Smt. B. Lakshmi Prasanna Latha, M.Sc	FAC	01-07-2016 to 24-05-2017
27	Dr. P. Babu., M.Sc., Ph.D.	Regular	25-05-2017 to 11-08-2022
28	Dr. M Vijayasekaram, M.Com., Ph.D.	FAC	12-08-2022 to 21-10-2022
29	Dr. M Venkatesulu., M.PEd.,M.Phil., Ph.D.	Regular	22-10-2022 to till date

### A BRIEF HISTORY OF THE COLLEGE

జ్ఞానాన్ని మించిన శక్తి ప్రపంచం లో మరేదీ లేనే లేదు

## Introduction

Palamaner is in the western part of Chittoor district with two states as its boundaries; viz Tamilnadu and Karnataka. The two capital cities; Chennai and Bangalore are nearer to the town. Hence the Degree College located here has a pivotal role in nurturing the students to meet with requirement of the job market. Palamaner bears a title, “Poor men’s Ooty”. The aim and objective of the college is to witness the “vertical progress” of the marginalised sections of the students. To meet with the higher educational needs of the students the Degree College was established in the year 1983 as a result of the sustained and patient efforts of the stake holders of the town. Late Sri Varra Chenna Reddy garu, a magnanimous philanthropist donated 1.5 lakhs towards corpus fund and thus it was after his name the college obtained the title SVCR Government Degree College. Though the college had its beginning with one group i.e. B.A. later the tree had many branches like B.Com. and B.Sc. The consistent efforts of the stake holders made it possible to start PG courses too in Commerce and English departments. The college is affiliated to Sri Venkateswara University, Tirupati. In the journey of thirty five years of the college have many mile stones of success. The noteworthy of them is acquiring B Grade during NAAC assessment and the college is getting ready for the third cycle.

With the help of RUSA funds (2.0 Crores) the college added more infrastructural facilities like new rooms and renovated rooms too. Under RUSA funds 20 KW solar panels are installed. One virtual class room and three digital class rooms are developed. Six biometric machines are purchased and the same are used for recording attendance of the students and staff of the college. The college possess AP fibre net connection with 10 mbps and 100 mbps Ports. The philanthropy of the founder’s family has no bounds. Thus, four more rooms and a room for Dr B.R. Ambedkar Open University too have been constructed with their help.

A qualified and dedicated team of faculty are rendering their services to the college in carving the niches of the students. At present 16 regular, 07 contract and 09 guest faculty are imparting value based education to all the students. To train the students in the skills as per the job market, Jawahar Knowledge Centre and Andhra Pradesh State Skill Development Corporation(APSSDC) are rendering their services through online and Offline coaching centres. One NCC unit and two

NSS units are actively training the students to indulge themselves in social service. The college has a sports pavilion, mini stadium and a moderate gym.

## LIST OF TEACHING STAFF 2024-25

**Dr. M. Venkatesulu, M.PEd. M.Phil., Ph.D.**  
**Principal**

S. No.	Name of the Employee	Subject
1	Dr. K V Chidambaram	Lecturer in Commerce
2	Dr. K Nandeeswariah	Lecturer in Commerce
3	Dr. R Venkatesh Babu	Lecturer in Commerce
4	Dr. S Benazeer	Lecturer in Hindi
5	Dr. E. Vasu	Lecturer in Telugu
6	Dr. A Sasikala	Lecturer in Botany
7	Sri S. Md. Shafiullah	Lecturer in English
8	Sri A. Suresh Kumar	Lecturer in English
9	Dr. M Hemalatha	Lecturer in Botany
10	Sri G. M Shanmugam	Lecturer in Physics
11	Dr. S Guru Prasad	Lecturer in Physics (ODB)
12	Sri T. Balaji	Lecturer in Chemistry
13	Sri K. Ch. V Subbaiah Naidu	Lecturer in Mathematics
14	Sri M Kiran Babu	Lecturer in Mathematics
15	Dr. A Jayasankar	Lecturer in Zoology
16	Dr. M Rukmani	Lecturer in Economics
17	Dr. P Ravindranath Reddy	Lecturer in Horticulture
18	Sri K Venkatadri	Contract Faculty in Physics
19	Sri Jayaram	Guest Faculty in Commerce
20	Sri M Katappa	Guest Faculty in Commerce
21	Sri M K Imthiaz	Guest Faculty in Commerce
22	Sri T Reddeppa	Guest Faculty in Commerce
23	Sri D. Nizamuddin	Guest Faculty in Urdu
24	Dr. S. T Noorulla	Guest Faculty in Urdu
25	Smt. N S Rashida Afrin	Guest Faculty in Pol. Sci. U.M
26	Smt. S. Thaseena Begum	Guest Faculty in History U.M
27	Sri C Durga Prasad Reddy	Guest Faculty in Horticulture
28	Sri D Chandu	Guest Faculty in Horticulture
29	Smt. N Madhavi	Guest Faculty in Computer Appl.
30	Smt. K Muneeswari	Guest Faculty in Computer Appl.
31	Smt. P Madhavidevi	Guest Faculty in Computer Sci.
32	Smt. N Rajani	Guest Faculty in Zoology
33	Sri P Dileep Kumar	Guest Faculty in DAH
34	Smt. B Pavani	Guest Faculty in DAH
35	Smt. S Venkatasudha	Guest Faculty in Library Science
36	Sri G. V Vikram Raj	Guest Faculty in Physical Edn.
37	Dr. M Rajesh Kumar	Guest Faculty in Telugu
38	Sri S. Imran	Guest Faculty in Chemistry
39	Smt. G. Munirathnamma	Guest Faculty in History

### List of Non-Teaching Staff - 2020-21

S. No.	Name of the Employee	Subject
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1	Sri G. Riyaz	Senior Assistant
2	Kum. Priyamvadha	Junior Assistant
3	Post Vacant	Record Assistant
4	Post Vacant	Attender
5	Post Vacant	Attender

## COMMITTEES

PROCEEDINGS OF THE PRINCIPAL, SVCR GOVT. DEGREE COLLEGE, PALAMANER.

Present: Dr. M. Venkatesulu., M.PED., M.Phil., Ph.D.

RC. No.130/A/2024-25

Dated: 30-07-2024

The Principal is pleased to nominate the following faculty members for various college committees for smooth running of the college for the academic year 2024-25.

### I. SPECIAL FEE/OTHER FEE COMMITTEE

S.No	Name	Designation	Convener/Member
1.	Sri G. M. Shanmugam	Lecturer in Physics	<b>CONVENER</b>
2.	Dr. R. Venkatesh Babu	Lecturer in Commerce	Member
3.	Sri M Kiran Babu	Lecturer in Mathematics	Member
4.	R. Satish	II B.Com	Member
5.	S. Rupesh	II BBA	Member

### II ADDITIONAL SPECIAL FEE COMMITTEE

S.No	Name	Designation	Convener/Member
1.	Dr. K. V Chidambaram	Lecturer in Commerce	<b>CONVENER</b>
2.	Sri K. Ch. V. Subbaiah Naidu	Lecturer in Mathematics	Member
3.	Dr. P Ravindranath Reddy	Lecturer in Telugu	Member
4.	Sri S. Riyaz	Senior Assistant	Member
5.	G Hemalatha	II B.Sc. (Maths)	Member
6.	M Nagasri	II B.Sc. (Physics)	Member

### III. JKC

S.No	Name	Designation	Convener/Member
1.	A Suresh Kumar	Lecturer in English	<b>Co- Ordinator</b>
2.	S Md. Shafiullah	Lecturer in English	Asst. Co- Ordinator
3.	Dr. A. Jayasankar	Lecturer in Zoology	Member
4.	Dr. R Venkatesh Babu	Lecturer in Commerce	Member
5.	Smt. N Rajani	Lecturer in Zoology	Member
6.	Chaitra	II B.Com. (Gen)	Member
7.	C. S Sabiha	II B.A. (HUP)	Member

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#### IV. Learning Management System (LMS)

S.No	Name	Designation	Convener/Member
1.	Sri G. M. Shanmugam	Lecturer in Physics	Co-ordinator
2.	Sri B. Nagarathnam Reddy	Lecturer in Pol. Sci.	Member
3.	Sri M. Kiran Babu	Lecturer in Mathematics	Member
4.	Sri D. Nizamuddin	Guest Lecturer in Urdu	Member
5.	R. Elavarsan	III B.Com	Member

#### V. PM USHA

S.No	Name	Designation	Convener/Member
1.	Dr. K Nandeeswariah	Lecturer in Commerce	Co-ordinator
2.	Dr. R. Venkatesh Babu	Lecturer in Commerce	Member
3.	Dr. A. Jayasankar	Lecturer in Zoology	Member
4.	G. M Shanmugam	Lecturer in Physics	Member

#### VI. Scholarships Committee

S.No	Name	Designation	Convener/Member
1.	Dr. R. Venkatesh Babu	Lecturer in Commerce	CONVENER
2.	M Kiran Babu	Lecturer in Mathematics	Member
3.	Dr. B Nagarathnam Reddy	Lecturer in Pol. Sci.	Member
4.	Dr. P. Ravindranath Reddy	Lecturer in Horticulture	Member
5.	Sri S Riyaz	Senior Assistant	Member
6.	R. Elavarsan	III B.Com	Member
7.	S. Jainab	III B.Com	Member
8.	S Rupesh	II BBA	Member

#### VII. Examinations Committee

S.No	Name	Designation	Convener/Member
1.	Dr. K. V Chidambaram	Lecturer in Commerce	CONVENER
2.	Dr. E. Vasu	Lecturer in Telugu	Member
3.	Dr. S. Benazeer	Lecturer in Hindi	Member
4.	Dr. A. Jayasankar	Lecturer in Zoology	Member
5.	Durga prasad	II Gen	Member
6.	Babu	II BBA	Member

## II. Purchase Maintenance & Upgradation Committee

S.No	Name	Designation	Convener/Member
1.	K Ch. V Subbaiah Naidu	Lecturer in Mathematics	<b>CONVENER</b>
2.	T Balaji	Lecturer in Chemistry	Member
3.	Dr. R Venkatesh Babu	Lecturer in Commerce	Member
4.	Sri B. Nagarathnam Reddy	Lecturer in Pol. Sci.	Member
5.	Sri S. Riyaz	Senior Assistant	Member
6.	K Sivasankar	II B.Sc. (Maths)	Member

## X. Women Empowerment Cell

S.No	Name	Designation	Convener/Member
1.	Dr. A Sasikala	Lecturer in Botany	<b>CONVENER</b>
2.	Dr. M Rukmani	Lecturer in Economics	Member
3.	Dr. M Hemalatha	Lecturer in Botany	Member
4.	Dr. S. Benazeer	Lecturer in Hindi	Member
5.	Smt. N. S Rashida Afrin	Guest faculty in Pol. Sci.	Member
6.	Smt. N Madhavi	Guest Faculty in Computers	Member
7.	C. S Sabhiha	II HUP	Member
8.	Jainab	III B.Com	Member

## XII. Consumer Club

S.No	Name	Designation	Convener/Member
1.	Dr. R. Venkatesh Babu	Lecturer in Commerce	<b>CONVENER</b>
2.	Sri T Reddeppa	Guest Lecturer in Commerce	Member
3.	Sri T. Jayaram	Guest Lecturer in Commerce	Member
4.	Sri M Katappa	Guest Lecturer in Commerce	Member
5.	R Elavarsan	III B.Com	Member
6.	Durgaprasad	II General	Member

## XIII. APSSDC

S.No	Name	Designation	Convener/Member
1.	Sri K Ch. V Subbaiah Naidu	Lecturer in Mathematics	Co-ordinator
2.	S. Faizan	II B.Sc. (Physics)	Member
3.	K. Sivasankar	II B.Sc. (Maths)	Member

**XIV. Anti- Ragging Committee**

S.No	Name	Designation	Convener/Member
1.	Dr. E. Vasu	Lecturer in Pol. Sci.	<b>CONVENER</b>
2.	Dr. K V Chidambaram	Lecturer in Commerce	Member
3.	Dr. B Nagarathnam Reddy	Lecturer in Zoology	Member
4.	Umar Farooq	II B.A. HUP	Member
5.	S Rupesh	II BBA	Member

**XV. Cultural Activities Committee**

S.No	Name	Designation	Convener/Member
1.	Dr. E. Vasu	Lecturer in Telugu	<b>CONVENER</b>
2.	Sri T Balaji	Lecturer in Chemistry	Member
3.	Sri B. Nagarathnam Reddy	Lecturer in Pol. Sci.	Member
4.	Sri K Venkatadri	Lecturer in Physics	Member
5.	Sri D Chandu	Guest Faculty in Horticulture	Member
6.	Smt. S. Venkatasudha	Guest Faculty in Librarian	Member
7.	R Elavarsan	III B.Com	Member

**XVI. Website Committee**

S.No	Name	Designation	Convener/Member
1.	M Kiran Babu	Lecturer in Mathematics	<b>CONVENER</b>
2.	Dr. K Nadeeshwariah	Lecturer in Physics	Member
3.	T Balaji	Lecturer in Chemistry	Member
4.	Dr. B Nagarathnam Reddy	Lecturer in Mathematics	Member
5.	Sri. K Venkatadri	Lecturer in Com. App.	Member
6.	P Madhavidevi	Guest Faculty in Computers	Member
7.	K Muneeswari	Guest Faculty in Computers	Member

**XVII. Bus Pass In-charges**

S.No	Name	Designation	Convener/Member
1.	Dr. K V Chidambaram	Lecturer in Commerce	B.Com
2.	Sri K Ch. V Subbaiah Naidu	Lecturer in Physics	B.Sc.
3.	Dr. P Ravindranath Reddy	Lecturer in Horticulture	B.Voc.
4.	Dr. M Rukmani	Lecturer in Economics	B.A

**XVIII. Red Ribbon Club Committee**

S.No	Name	Designation	Convener/Member
1.	Dr. A. Jayasankar	Lecturer in Zoology	<b>CONVENER</b>
2.	A.Suresh Kumar	Lecturer in English	Member
3.	T Balaji	Lecturer in Chemistry	Member
4.	P. Madhavi Devi	Guest Fac. in Computer Sci.	Member



.. Eco- Club Committee

S.No	Name	Designation	Convener/Member
1.	Sri T. Balaji	Lecturer in Chemistry	<b>CONVENER</b>
2.	Sri C. Durga Prasad Reddy	Guest faculty in Horticulture	Member
3.	Sri D. Chandu	Guest faculty in Horticulture	Member
4.	Dr. S. T Noorulla	Guest Faculty in Urdu	Member
5.	K Sivasankar	II B.Sc. ( Maths)	Member
6.	G Thejesh	II B.Sc. (Zoology)	Member

XX. Library Committee

S.No	Name	Designation	Convener/Member
1.	Dr. E. Vasu	Lecturer in Telugu	<b>CONVENER</b>
2.	Dr. K V Chidambaram	Lecturer in Commerce	Member
3.	M K Imthiyaz	Guest Faculty in Commerce	Member
4.	S. Venkatasudha	Guest Librarian	Member
5.	R. Elavarsan	III B.Com	Member
6.	Sowmya	II B.Com	Member

XXI. Physical Education Committee

S.No	Name	Designation	Convener/Member
1.	Sri K. Ch V Subbaiah Naidu	Lecturer in Maths	<b>CONVENER</b>
2.	Sri T. Balaji	Lecturer in Chemistry	Member
3.	Sri D. Nizamuddin	Guest Lecturer in Urdu	Member
4.	P Dileep Kumar	Guest Lecturer in DAH	Member
5.	Babu	II BBA	Member
6.	S. Faizan	III B.Com	Member

XXII. Career Guidance & Placement Cell

S.No	Name	Designation	Convener/Member
1.	Sri B. Nagarathnam Reddy	Lecturer in Pol. Sci.	<b>CONVENER</b>
2.	A Suresh Kumar	Lecturer in English	Member
3.	T Jayaram	Guest Faculty in Commerce	Member
4.	S. Saniya Firdous	II B.Sc. Zoology	Member
5.	Chaitra	II B.Com (Gen)	Member

XXIII. Grievances and Redressal Cell

S.No	Name	Designation	Convener/Member
1.	Dr. M Hemalatha	Lecturer in Botany	<b>CONVENER</b>
2.	Dr. A. Jayasankar	Lecturer in Zoology	Member
3.	Sri G. M Shanmugam	Lecturer in Physics	Member
4.	A Suresh Kumar	Lecturer in English	Member

**XXIV. Co-ordinators for RUSA Solutions**

S.No	Name	Designation	Convener/Member
1.	Sri M. Kiran Babu	Lecturer in Mathematics	Digital Class Rooms
2.	Dr. A. Jayasankar	Lecturer in Zoology	Virtual Class
3.	G.M Shanmugam	Lecturer in Physics	Solar Power

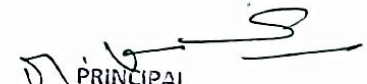
**XXVII. College Campus Disciplinary Committee**

S.No	Name	Designation	Convener/Member
1.	Sri G. M Shanmugam	Lecturer in Physics	<b>CONVENER</b>
2.	Dr. K V Chidambaram	Lecturer in Commerce	Member
3.	Sri T. Balaji	Lecturer in Chemistry	Member
4.	Dr. A Jayasankar	Lecturer in Zoology	Member
5.	Dr. P Ravindranath Reddy	Lecturer in Horticulture	Member
6.	Satish	II B.Com	Member
7.	R Elavarsan	III B.Com C.A	Member

**XXVIII. P.G Fee Committee**

S.No	Name	Designation	Convener/Member
1.	Dr. K V Chidambaram	Lecturer in Commerce	<b>CONVENER</b>
2.	Dr. K Nandeeswariah	Lecturer in Commerce	Member
3.	Dr. R Venkatesh Babu	Lecturer in Commerce	Member
4.	Sri S. Riyaz	Senior Assistant	Member
5.	K Akshya	II M.Com	Member
6.	K Harsini	I M.Com	Member

To  
The Concerned  
Copy to File

  
PRINCIPAL  
S.V.C.R.GOV.T.Degree College  
PALAMANER-517408  
Chittoor Dt, (A.P)

## **Undergraduate Programmes only in Final Year**

- B.A. HEP (History, Economics, Political Science)
- B.A. HUP (History, Political Science, Special Urdu )
- B.Com. General
- B.Com. Computer Applications
- B.Sc., MPC (Mathematics, Physics, Chemistry)
- B.Sc., BZC (Botany, Zoology, Chemistry)
- B.Sc., MPCS (Mathematics, Physics, Computer Science)
- B.Sc., MECS (Mathematics, Electronics, Computer Science)
- B. Voc., Horticulture
- B. Voc., Dairy Animal Husbandry

## **Undergraduate Programmes**

- B.A (Honours) Special Urdu
- B.A (Honours) Political Science
- B.Com (Honours) Computer Applications
- BBA
- B.Sc.,(Honours) Chemistry
- B.Sc.,(Honours) Physics
- B.Sc.,(Honours) Botany
- B.Sc.,(Honours) Zoology

## **PG Courses**

1. M.Com. Regular

## **NSQF Courses – 2024-25**

- B.Vocational in DAH, HORTICULTURE

## **Sector Skill Courses**

- Certificate Course in Computer

## **Life Skill Courses – 2024-25**

- Computer Applications
- Human Values and Professional Ethics
- Entrepreneurship
- Information and Communication Technology
- Indian Culture and Science

## Skill Development Courses – 2024-25

Stream – A (Arts)	Stream – B (Commerce)	Stream – C (Science)
Tourism Guidance (History)	Secretaryship	Electrical Appliances (Physics)
Public Relations (Pol Sci /English)	Insurance Promotion	Plant Nursery (Botany)
Journalistic Reporting (English)	Agricultural Marketing	Solar Energy (Physics)
Survey & Reporting (Economics/History)	Business Communication (English)	Fruit & Vegetable Preservation (Botany)
Social Work Methods (Pol Sci)	Advertising	Dairy Techniques (Zoology)
Performing Arts (Telugu)	Logistics & Supply Chain	Food Adulteration (Chemistry)

## NATIONAL CADET CORPS (NCC)

1. Moto: Unity and Discipline

2. Aims of NCC:

a) Development of leadership, character comradeship sportsmanship and the ideal of service.

b) To create a force of discipline and trained man power which in a national emergency could be assistance to the nation

c) To provide training for students with a view to developing in them officer like qualities. Thus enabling them to obtain commissions in the armed forces.

3. STRENGTH: 160

a) CADETS: 160

**ANO : LT. T. BALAJI, ASSOCIATE NCC OFFICER**

# **SVCR GOVT. DEGREE COLLEGE**

## **ALUMNI ASSOCIATION**

The College Alumni Association established with kind co –operation of the Principal. The main objective of the association is to bring the alumni spread far and wide to gather for an exchange of sweet reminiscences and to pursue programmes on a common platform. All the students of UG & PG are instructed to register in this alumni association after the completion of their course in the college portal.

Alumni Association engages in academic support and also Infra structural development such as

- Sharing of subject expert
- Creation of alumni group
- Institution of Scholarships, medals, Prizes, books & uniforms to the students
- Organizing trainings & placement drives as career support to the students
- Conduct of sports, Games and cultural activities
- Providing internships and consultancy in various industries
- Augmentation of Infrastructure – Virtual classrooms, digital classrooms, Lab Equipment, Computers, Tabs, Laptops.
- Building Renovation.

Students requested to Contact: Smt. M.HEMALATHA, Lecturer In Botany.



జ్ఞానాన్ని మించిన శక్తి ప్రపంచం లో మరేదీ లేనే లేదు



## National Service Scheme

There are 2 NSS units with 100 volunteers in each unit making a total of 300 volunteers for the college.

**Motto:** The Motto of NSS "Not Me But You", reflects the essence of democratic living and upholds the need for self-less service.

### Objectives:

The main objectives of National Service Scheme (NSS) are:

1. To understand the community in which they work.
2. To understand themselves in relation to their community
3. To identify the needs and problems of the community and involve them in problem-solving.
4. To develop among themselves a sense of social and civic responsibility.
5. To utilize their knowledge in finding practical solutions to individual and community problems.
6. To develop competence required for group-living and sharing of responsibilities.
7. To gain skills in mobilizing community participation.
8. To acquire leadership qualities and democratic attitudes.
9. To develop capacity to meet emergencies and natural disasters.
10. To practice national integration and social harmony

### NSS Programme Officers:

NSS Unit - 1	NSS Unit -2
<b>Dr. R Venkatesh Babu</b> <b>Programme Officer</b> Lecturer in Commerce	<b>Dr. P Ravindranath Reddy</b> <b>Programme Officer</b> Lecturer in Horticulture

### Admission:

Students who wish to join NSS shall apply to the Programme Officer in the College.

**Activity:** NSS volunteers will have the following activities:

- A student enrolled as NSS volunteer will have to put in 120 hours for community work in a year for a period of 2 years.
- Each NSS volunteer who joins NSS will undergo an orientation in NSS programme for 20 hours out of 120 hours
- They have to work on Sundays and evenings to complete this target service.

జ్ఞానాన్ని మించిన శక్తి ప్రపంచం లో మరేదీ లేనే లేదు

- One special camp in a year during vacation.

**Issue of Certificates:**

- Special Camp Certificates are issued to the volunteers who have been involved in the camp with Programme Coordinator's and Vice Chancellor's signatures.
- Bonafide N.S.S. Certificates are given to volunteers who have been involved in general regular N.S.S. for 2 Years
- For the volunteers who attend National Integration Camps, Inter-State Camps are given University certificates by the organizers of the camp. These certificates are given priority and considered in P.G. admissions.



## THE LIBRARY AND READING ROOM

1. The general library shall be under the supervision of the lecturer of the college appointed by the principal from time to time. The sectional libraries shall be in charge of the lectures of the department concerned. The department of concerned may delegate the responsibility for maintenance and security of the departmental library and report the arrangement made to the principal. Books for tutorial work will be issued by the librarian of the general library on the recommendation of the subject lecturer.
2. The library shall be kept open on all working days from 10.30 a. m to 5.30 p.m (the loan counter will be closed between 1.30 and 2.30 p. m).
3. Books should be returned within 15 days from the date of issue. If the 15th day however falls on a holiday the next working day will be considered as the due date this will not apply if the due date falls within the vacation period. Students should return the books on the last working day of the college before the commencement of vacation.
4. Books taken for vacation reading should be returned on the 3<sup>rd</sup> day after the re-opening of the college..
5. A student failing to return a book within the prescribed time will be fined Rs0-50psfor each day of default per book. Student who have not returned the books within a prescribed time limit will not be allowed to use the library until the books are returned and fines due thereon are paid.
6. All books borrowed from the library should be used very carefully and no marking or underscoring under scoring should be done books so mutilated should be replaced by the user concerned.
7. Readers shall be responsible for damage or loss of the books taken by them and shall have to pay the full cost thereof if one book of a set is lost or whole set may be required to be replaced.
8. On receiving a book each student must satisfy himself whether the book taken by him is in poor condition or whether any papers are torn or missing as otherwise he will be held responsible for such damage the student shall be held responsible for defects noted on return
9. Member of staff should not have more than 10 books with them at a time
10. Reference books and books not in good condition are not meant for distribution purpose.
11. Strict silence should be maintained in the reading room.
12. Marking defacing of pages etc. are strictly prohibited.
13. Offenders will be viewed seriously and penalized.



# SCHOLARSHIPS

SL NO	NAME OF THE SCHOLARSHIP	NAME OF THE DEPT
1.	S.C. Scholarships	D.D. of social welfare officer (S.C.W.)
2.	B.C. Scholarships	D.D. of social welfare officer (B.C.W)
3.	S.T. Scholarships	District tribal welfare officer, Chittoor.
4.	Scholarships	The minorities welfare officer, Chittoor.
5.	Physically challenged	D.D. of P.H. Chittoor
6.	E.B.C	B.C. welfare officer.
7.	National merit scholarships	The Director of collegiate education, A.P,
8.	State merit scholarships	The Director of collegiate education, A.P.
9.	Prathibha Scholarships	The commissioner of intermediate education A.P.
10.	Ex-servicemen scholarships	The director of Collegiate Education, A.P.

## REMEDIAL CLASSES / STUDY HOURS TO THE ACADEMICALLY POOR AND AVERAGE LEARNERS

To take extra care on the slow learners and help them to achieve better marks or grades. Remedial classes and study hours were conducted from odd semesters: 01.08.2020 to 31.10.2020 and for even semester 20.01.2021 to 13.03.2021. These classes have given students more scope for studying and clarifying the doubts under the supervision of the Lecturers.

### Process

- Each class is divided into three groups basing on their performance in the midterm & previous year exams as Advance learners, Moderate learners and slow learners.
- To achieve the aims and objectives mentioned above Remedial classes/ study hours are conducted daily on all the working days in the sixth period i.e from 4 pm to 5 pm.
- A separate class wise and lecturer wise time table is formed to conduct the classes regularly.
- Remedial class In charges are appointed for four wings B. Sc-Maths, B.Sc- Biology, B.Com and B.A. The In charge of each wing monitors and whether all the classes are conducted regularly.
- In these classes, Lecturers clarify the doubts, conduct study hours, teach difficult topics, conduct slip tests or revision tests.
- These activities help the students for better understanding of the concepts. They also give the students a chance to ask doubts and get them clarified.

## IQAC :

Preparation of Action plan

Conduct of Activities

Maintenance of Records

Preparation and timely submission of annual IQAC Reports.

Activities by IQAC :

1	Strengthening the Academic Activities	:	Conduct of Staff meeting and maintaining the records
2	Targets fixed for individual staff	:	Department wise
3	University Results	:	Measures to improve results.
4	Quality enhancement in Teaching, Learning	:	Records are maintained
5	Feedback forms from students to evaluate the strengths and weakness	:	Collecting Feedback Monthly from students and To be uploaded in CCE Portal.
6	Encourage the staff to attend seminars	:	Majority of the staff members attend seminars and maintenance of the records
7	Motivate faculty to pursue research	:	
8	Research activities among students	:	Students Study Projects – Records are maintained with the concerned departments
9	Encourage the students to participate in Games & Sports	:	Kho-Kho, Basket Ball, Hockey and Cricket etc
10	Motivate the students to join in JKC	:	Conduct of classes.
11	Placement	:	Organizing Job drives.
12	Blood Donation Camp	:	Conduct of Community Health Camp
13	NCC and NSS	:	Orientation to the Students: Three NSS units and one NCC unit exists.
14	Women Empowerment Cell.	:	Various activities related to enlighten the girl students.
15	National Seminars	:	Motivating the faculty to approach UGC/ ICSSR/ DST, DBT and CSIR
16	Study material	:	Preparation and distribution of study material to the students
17	API Score	:	Collection of API score from the lecturers, scrutinized and uploading in the CCE Portal.

## RULES OF DISCIPLINE

1. Every student shall wear clean and decent Uniforms.
2. As a mark of culture and courtesy students shall greet the members of the staff on their first meeting of the day outside the classroom.
3. Students shall assemble in their respective classrooms in the fore noon and the afternoon when the first bell is given. A student coming late will be admitted at the discretion of the teacher. No student shall leave the classroom without the permission of the teacher. A student who disturbs a class or creates trouble in a class maybe expelled from the class by the teacher.
4. Care must be exercised in handling the property of the college and any damage caused/ will entail recovery of cost and disciplinary action.
5. While attending college or public functions, students shall conduct themselves in such a way to bring credit to themselves and to the institution.
6. Every student shall provide himself with all the necessary textbooks record and composition books and instrument boxes.
7. If a student engages himself in any activity which affects the moral and discipline of the college or interfere with the corporate life of the college the principal may suspend, expel him and refuse to issue him any certificate.
8. If students attend political meetings and engage in political agitation in such a way as to interfere with the corporate life and educational work of the college, the Principal of the college may suspend or expel them or refuse to grant their certificate for a specified period and also report their case to the university.
9. The principal or other constituted authorities of the college may frame and issue from time to time disciplinary rules of a permanent or temporary character, regulating the conduct outside the college precincts. The rules seem to be necessary to secure and maintain the reputation of the college.
10. The principal or other constituted authorities of the college shall have full powers to inflict the following punishment. Fine, withholding attendance, withholding certificates, suspension and expulsion.
11. Smoking inside the college building, throwing waste paper, defacing the walls and nuisance in the college campus are punishable offences.
12. Use of cell phones in the classroom is prohibited.
13. As per the AP government. Act, ragging in the college campus is punishable offence.
14. The students should always carry college identity card.

## ATTENDANCE AND LEAVE

1. No student should absent himself from the college without leave, application for which must be made before hand to the Lecturer In charge of attendance. In case the absence is due to seen circumstances an application for leave must be submitted as soon as possible and in any case not later than the first day of his /her return to the college.
2. Absence without leave for one or two periods of a session will be regarded as absence for half a day.
3. The certification of attendance required by the University for Admission to the university examinations will in no case be granted to any student unless the principle is satisfied that.

### జన గణ మన

జన గణ మన అధినాయక జయహే..

భారత భాగ్య విధాతా..

పంజాబ, సింధు, గుజరాత, మరాఠా,  
ద్రావిడ, ఉత్కళ, వంగ..

వింధ్య, హిమాచల, యమునా, గంగ,  
ఉచ్చల జలధితరంగ..

తవ శుభనామే జాగే..

తవ శుభ ఆశిష మాగే..

గాహే తవ జయ గాథా..

జనగణ మంగళదాయక జయహే భారత భాగ్యవిధాతా..

జయహే! జయహే! జయహే... జయ జయ జయ జయహే...

### PLEDGE

India is my country; all Indians are my brothers and sisters.

I love my country, and I am proud of its rich and varied heritage. I shall always strive to be worthy of it.

I shall respect my parents, teachers and all elders and treat everyone with courtesy.

To my country and my people, I pledge my devotion.

In their well being and prosperity lies my happiness.

జ్ఞానాన్ని మించిన శక్తి ప్రపంచం లో మరేదీ లేనే లేదు

## **National Integration Pledge**

I solemnly pledge to work with dedication to preserve and strengthen the freedom and integrity of the nation. I further, affirm that I shall never resort to violence and that all differences and disputes relating to religion, language, region or other political or economic grievances should be settled by peaceful and constitutional means. In their well being and prosperity alone lies my happiness.



## **NCC PLEDGE**

We The Cadets Of The National Cadet Corps, Do Solemnly Pledge That We Shall Always Uphold The Unity Of India. We Resolve to Be Disciplined And Responsible Citizen Of Our Nation. We Shall Undertake Positive Community Service In The Spirit Of Selflessness And Concern For Our Fellow Beings.

SACRED