

Subharam Government Degree College, Punganur-517247

Institutional Plan

2022-23

Chairman & Executive for overall activities – Dr.Y.RAJASEKAR, Principal

The college always considers the ever widening realms of education and opportunities available through the new areas of expertise, to rise to the challenges of ever changing needs of the learners in developing their all-round skills. The college has been able to translate the policies into reality in a modest way. The growing number of institutions in higher education sometimes may be resulting in dilution of standards. It is therefore imperative for every institution to know where they stand in the process of imparting quality education to its learners. It is with this view our college is applying for RUSA's financial assistance in the way of infrastructural development which will definitely help us to improve further or to initiate corrective measures for effective realization of our aims and objectives and enable the institution in toning up its educational standards according to global standards.

Implementation of academic and non-academic reforms: Our Institutional plan is based on the inputs from wide range of stakeholders -industry, alumni, students, faculty, support staff and parents. We propose to ensure that the plan is assiduously implemented, new projected budgets are executed and new courses should be introduced effectively. In order to ensure the proper implementation of institutional reforms, different committees comprising of college faculty are formed to formulate guidelines and monitor the implementation of Departmental and Institutional plans. The recommended modifications will be implemented at department level for academics and administrative level for non-academic reforms. The sub-committees formed will further provide budgetary support and monitor its implementation. Feedback from stakeholders will be taken at all subsequent stages to assess the progression of all activities.

Improvement in Soft Skills

- Effective Communication skills, Protocol & Business etiquette
- Career Planning & Goal Setting to reach greater heights in life
- Leadership Skills through participation in clubs/societies activities
- Entrepreneurship and self-employment opportunities
- Effective Interpersonal Skills and working in a Team
- Team Building Skills through software / spoken English

- Use of computers and Internet
- Positive Thinking & self-motivation
- Social Skills to deal with public
- Health and Fitness
- Personal Grooming
- Importance and Effective usage of Visual Aids for developing presentation skills
- Public Speaking skills
- Time Management
- Grammar and spoken English
- Importance of Voice Modulation
- Community outreach activities

Increased learning outcomes of the students: The College strives to augment regular classroom teaching through exposure to the industry and academia, talks from industry experts and professors from other institutions, field visits etc. The college takes keen interest in inculcating in the students

- Relevant knowledge-academic and technical skills.
- Develop intellectual acumen, ethical uprightness, social responsibility and spiritual growth.
- To enhance employability and entrepreneurship skills.
- Cultivate orientation towards research and R & D. In order to achieve excellence in above Endeavour, we:
 - Use ICT to supplement traditional walk, talk and chalk method of teaching
 - Assess the students through regular tests, quizzes and presentations apart from university exams.
 - Promote students participation in inter and intra college theme based competitions/ fests/ events
 - Encourage students to involve themselves actively in the events organized by the Government and Non-government organisations like Aids awareness, heritage, Traffic awareness, environment protection, gender equity, health and hygiene, peace rallies etc.
 - Training students in self-defense techniques
 - Organize workshops on interview skills, presentation and soft skills, CV writing, GDs.
 - Take up community based interventions.

Commissionerate of Collegiate Education, A.P.,

Institutional Plan 2022-23

Name of the College: Subharam Govt. Degree College, PUNGANUR, CHITTOOR DIST.

Name of the Principal **Dr. Y Rajasekhar**

SNO	Month	Tentative Dates	Activity Proposed	Name of the department	Lecturer/Staff in Charge	Remarks
1	2	4	5	6	7	11
1	1		Revenue Expected through different sources 1. Budget - 80000 2. Adl Spl Fee - 410000 3. Spl Fee - 50500 4. ELL - 22000 5. U'Fees - 1864000 6. UGC - Nil	Office	K Nandeeswaraiah, Lect. in Commerce & Teaching Staff, & K.B.Velmurugan, Senior Asst.	
Weekly Programmes						
2	Nov-2022	Week - I	Staff & IQAC Meeting, Preparation of Institutional plan, Departmental plans, Curricular & Co-curricular plans, Time table, Constitution of Academic & Administrative Committees, Orientation programme on Internships and Induction Programme, PTA & Alumni Meeting.	All	Principal, IQAC, Academic coordinator	
		Week - II	Preparation of Sports equipment, Gym and Play grounds, Clean & Green & Awareness programmes, Bridge courses.	Dept. of physical Education & NSS	K Anil Kumar, P Ram Kumar, NSS PO	
		Week - III	Anti-ragging and clean & Green	Dept. of physical Education, NSS	P Ram Kumar, NSS PO	
		Week - IV	Cultural programmes & CPDC Meeting, Orientation on Long term Internship for V semester students	Literary and Cultural Club, Internship nodal Officer	P Balamurali & Principal, Dr T Sreenivas	
		01.11.2022	Re Opening Day, Review Meetings, commencement of classes for I, III and V semesters	All	Principal	

02.11.2022	Formation of Academic Committees for Academic Year 2022-23 & Short Term Internship for V semester students	IQAC, Internship Nodal Officer & All Departments	Principal	
03.11.2022	21 day Induction Programme for 1 year students	IQAC, Academic Coordinator and All Departments	Principal	
06.11.2022	NSS Programmes, Clean & Green	NSS	Dr T Sreenivas, Lecturer in Pol. Sci.	
10.11.2022	Nomination of Class Representatives	All Classes	Sri K Nandeeswaraiiah, Vice-Principal	
11.11.2022	National Education Day Celebrations	All Classes	Dr T Sreenivas, Lecturer in Pol. Sci.	
19.11.2022	Jhansi Lakshmi Bai jayanthi	IQAC & All Departments	K Anil Kumar	
26.11.2022	National Constitution Day	All Departments	Dr T Sreenivas, Lecturer in Pol. Sci.	
Weekly Programmes				
Week - I	World Aids day awareness programme & rally, Review meeting on Academic Activities, Dr B R Ambedkar death anniversary, Long term Internship for V semester B (Com C.A & General) students	YRC, RRC, WEC & Dept. of Political Science, Internship nodal Officer	M Anjaneya Reddy & Principal, Dr T Sreenivas	
Week - II	Human Rights awareness programme, Health Camp & rally	Dept. of Political Science	Dr T Sreenivas, Lecturer in Pol. Sci.	
Week - III	Health Awareness & Self-defence programmes, Cultural Programmes	RRC, YRC, WEC, Literary and Cultural Club	M Anjaneya Reddy & Dr C Pavithra & P Balamurali	
Week - IV	National Consumer Week, Mid-term Exam - I, Awareness Programmes, IQAC Meeting	Commerce, Examination Cell	K Nandeeswaraiiah, Lect. in Commerce, T Rajasekhar, Lect in Economics & IQAC	
01.12.2022	Aids Day, Review Meeting on Academic Activities, Long term Internship for V semester B (Com C.A & General) students	RRC, YRC, Internship nodal Officer	M Anjaneya Reddy & Principal, Dr T Sreenivas	
05.12.2022	Awareness on disha APP	WEC	Dr. C Pavithra	
10.12.2022	National Human Rights Day	All Classes	Dr T Srinivas, Lect. in Pol. Science	
11.12.2022	National Education Day Celebrations	All	M Anjaneya Reddy	
16.12.2022	Health Camp	IQAC	C Pavithra, Lect in Mathematics, M Vijaya Sree	

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Dec-2022

		22.12.2022	National Mathematics Day	All Departments	C Pavithra, Lect in Mathematics		
		24.12.2022	National consumers Day	Commerce	K Nandeeswaraiah, Lect. in Commerce		
		25.12.2022	Good Governance Day	IQAC & Dept. of Political Science	Dr T Sreenivas, Lecturer in Pol. Sci.		
		Weekly Programmes					
4	Jan-2023	Week - I	Review Meeting on Academic Activites, PTA Meeting, Freshers Day, health & hygiene programmes	All	Principal		
		Week - II	Literary & Cultural Activities, Youth day celebrations	Literary and Cultural Club	P Balamurali		
		Week - III	Sankranthi Holidays				
		Week - IV	Voter's Day and Republic Day Celebrations	Dept of Pol. Sci. & Physical Education	Dr T Sreenivas, Lecturer in Pol. Sci., & P Ram Kumar		
		02.01.2023	Departmental review meetings	All Staff	Principal		
		03.01.2022	Savityhri Bai Phule Birth Anniversary celebrations	All	Principal		
		12.01.2022	National Youth Day	All	All		
		24.01.2023	National girl child day	All	WEC, Dr C Pavithra		
		25.01.2022	National Voters day	All	Dr T Srinivas, Lect. in Politcal Science		
		26.01.2022	Republic day Celebrations	All	Principal		
				Weekly Programmes			
5	Feb-2023	Week - I	Review Meeting on Academic Activites, IQAC Meeting	All	Principal & IQAC		
		Week - II	Mid-term Exams-II	Examination Cell	T Raja sekhar, Lect in Economics		
		Week - III	Awareness Programmes on Financial Literacy, Health & Hygiene, cancer etc., & DRC	YRC RRC WEC	M Anjaneya Reddy, Dr C Pavithra, Dr T Sreenivas		
		Week - IV	Clean & Green, Revision and Remedial Classes	NSS & NCC, Academic coordinator	T Raja sekhar, S Saravana		
		01.02.2023	Staff Council & Review meeting	All	PrncipalAll Staff		
		21.02.2023	Matrubasha Dinotsavam	All	H Krishnamurthy, Lect in Telugu		
		22.02.2023	Quizz Competitions	DRC	C Pavithra, Lecturer in Mathematics		
		26.02.2023	Income Tax Preparation	Commerce	Sri K Nandeeswaraiah, Vice-Principal		
		28.02.2023	Outreach Programme, National Science Day	All	Principal		
				Weekly Programmes			

6	Mar-23	Week - I	Staff Council meeting & Review meeting, on budget utilisation, Revision and Remedial Classes	All	Principal, IQAC, Academic coordinator	
		Week - II	I & III Semester Exams, Completion of Long term Internship	All	T Raja sekhar, Lect in Economics	
		Week - III	I & III Semester Exams, Admissions Campaign in the feeding Junior colleges	All	T Raja sekhar, Lect in Economics	
		Week - IV	I & III Semester Exams, Viva-voce and evaluation of long term Internship	All	T Raja sekhar, Lect in Economics	
		08.03.2022	International Women's Day	WEC, All	C Pavithra, Lecturer in Mathematics	
		09.03.2023	Closure of instruction for I, III, V semesters	All	All departments	
		IV Week	NSS Special Camp	NSS	Dr T Srinivas, Lect in Pol. Science	
		22.03.2022 to 31.03.2022	Annual Stock verification	All	All Office and Teaching staff	
7	Apr-23	Weekly Programmes				
		Week - I	Staff Council meeting & Review meeting, Re-open after Semester end exams, Preparation of Time table & Curricular plans for even semesters, Certificate Courses	All	Principal, IQAC, Academic coordinator	
		Week - II	Job fair, Extension and outreach programmes, CPDC meeting	JKC, NSS, NCC	T Raja sekhar, S Saravana, C Pavithra	
		Week - III	Educational Tour, Awareness Programmes on Traffic rules, Fire safety etc, Budget Estimation, Career Guidance and personality development programmes	All, NSS, NCC, Office, Career Guidance Cell	Principal, T Raja sekhar, S Saravana, K B Velmurugan, A Munirathnam	
		Week - IV	Orientation On CSP & Long Term Internship for V semester B.A. & B.Sc students, Submission of Pending AQARs, Alumni meeting	CSP Coordinator & Internship Nodal Officer, IQAC	A Munirathnam, Dr T sreenivas, K Anil Kumar	
		03.04.2023	College Re-opening & commencement of classes for even semesters, Staff Council & Review meeting	All	Principal, IQAC & Academic Coordinator	
		04.04.2023	Babu Jagjivanram jayanthi	IQAC & Economics	T Raja sekhar, Lect in Economics	
		10.04.2023	Job fair	JKC	C Pavithra, Lect in Mathematics	

		14.04.2023	Dr.B.Ambedkar Jayanthi	All	All		
		20.01.2023	Preparation of Budget Estimates	Office	Principal		
		IV Week	awareness programmes, Orientation On CSP to II Semester students & Long Term Internship for VI semester B.A. & B.Sc students	CSP Coordinator & Internship Nodal Officer	A Munirathnam, Dr T sreenivas.		
8	May-23	Weekly Programmes					
		Week - I	Summer Holidays, Long Term Internship for V Semester BA & BSc Students & CSP for II semester students	CSP Coordinator & Internship Nodal Officer	A Munirathnam, Dr T sreenivas.		
		Week - II	Summer Holidays	All			
		Week - III	Summer Holidays	All			
		Week - IV	Summer Holidays	All			
		01.05.2023	commencement of Long term Internship for VI semester BA & BSc Students & CSP for II semester students	CSP Coordinator & Internship Nodal Officer	A Munirathnam, Dr T sreenivas.		
		31.05.2023	Completion of CSP	CSP Coordinator	A Munirathnam		
9	Jun-23	Weekly Programmes					
		Week - I	Staff Council & Review meeting, Mid term exams, Clean & Green	Examination Cell, NSS, NCC	Principal & IQAC, T Rajasekhar, S Saravana		
		Week - II	Career Guidance for CET's, Admissions Campaign	Career Guidance Cell	A Munirathnam, M Anjaneya Reddy		
		Week - III	Mid Term exams, CSP	Examination Cell	T Rajasekhar, A Munirathnam		
		Week - IV	Awareness Programmes on Anti-drug week, VI Semester Exams, Admissions Campaign	Academic coordinator	Sri K Nandeeswaraiah, Vice-Principal, M Anjaneya Reddy		
		04.06.2023	Review on I Quarter Budget for 2020-21	Office	Principal		
		05.06.2023	World Environment Day	IQAC, NSS, NCC	T Raja sekhar, S Saravana		
		10.06.2022	Field Trip	All	M.Anjaneya Reddy		
		20.06.2023	Closure of instruction for VI semester	Academic coordinator	K Nandeeswaraiah		
		21.06.2022	International Yoga Day	All	P Ram Kumar, NSS PO		
		26.06.2023	Anti Drug Abuse day	IQAC, NSS, NCC	S Saravana		
		29.06.2023	Statistics day	Statistics	A Munirathnam		
		Weekly Programmes					
		Week - I	Revision , VI Semester Exams, Staff council & Review meeting	ALL	Principal		
		Week - II	Revision and remedial classes	Academic coordinator	K Nandeeswaraiah		

10	Jul-23	Week - III	III & IV Semester Exams		
		Week - IV	III & IV Semester Exams, Completion of Internship for VI semester students and evaluation	Internship Nodal Officer	Dr T Sreenivas
		11.07.2023	World Population Day	IQAC, All	M Sarala, Sravani
		14.07.2023	Closure of Instruction for II and IV Semester	Academic coordinator	K Nandeeswaraiah
		26.07.2023	Vijay Diwas	All	D Srinivasulu