

**ANNUAL QUALITY ASSURANCE REPORT**

**2014-2015**

*Submitted to*  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
(NAAC)  
BANGALORE**



*by*  
**THE BAPATLA COLLEGE OF ARTS AND SCIENCES  
BAPATLA**

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**THE BAPATLA COLLEGE OF ARTS AND SCIENCES**  
**The Annual Quality Assurance Report (AQAR) of the IQAC**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution	:	The Bapatla College of Arts and Sciences
1.2 Address Line 1	:	Karlapalem Road
Address Line 2	:	Bapatla
City/Town	:	Bapatla
State	:	Andhra Pradesh
Pin Code	:	522101
Institution e-mail address	:	bcasbapatla@gmail.com
Contact Nos	:	08643 224066, 9985273988, 9959956633
Name of the Head of the Institution	:	Smt. M.Sarah Niveditha
Tel. No. with STD Code	:	08643 224066
Mobile	:	9985273988
Name of the IQAC Co-ordinator	:	Smt. K. Nirmala
Mobile	:	9866401589
IQAC e-mail address	:	iqacbcas@gmail.com
1.3 NAAC Track ID	:	APCOGN 13437
1.4 NAAC Executive Committee No. & Date:	:	31/03/2007/367
1.5 Website address	:	www.bcasbapatla.ac.in
Web-link of the AQAR	:	www.bcasbapatla.ac.in

**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	851	2007	2012
2	2 <sup>nd</sup> Cycle	A	3.02	2015	2020
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC DD/MM/YYYY	14/06/2007
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1.8 AQAR for the year

2014-2015

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 12/08/2009 (DD/MM/YYYY)
- ii. AQAR 16/09/2010 (DD/MM/YYYY)
- iii. AQAR 09/08/2011 (DD/MM/YYYY)
- iv. AQAR 03/09/2012 (DD/MM/YYYY)
- v. AQAR 28/08/2013 (DD/MM/YYYY)
- vi. AQAR 20/08/2014 (DD/MM/YYYY)
- vii. AQAR 29/06/2015 (DD/MM/YYYY)

**1.10 Institutional Status**

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input checked="" type="checkbox"/>
Affiliated College			Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>		
Constituent College			Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
Autonomous college of UGC			Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)			Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

**1.11 Type of Faculty/Programme**

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		<input type="checkbox"/>
Others (Specify)	--								

1.12 Name of the Affiliating University (*for the Colleges*) Acharya Nagarjuna University, Guntur

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (Specify)	-
UGC-COP Programmes	-		

## 2. IQAC Composition and Activities

2.1	No. of Teachers	5
2.2	No. of Administrative/Technical staff	1
2.3	No. of students	2
2.4	No. of Management representatives	1
2.5	No. of Alumni	1
2.6	No. of any other stakeholder and community representatives	2
2.7	No. of Employers/ Industrialists	1
2.8	No. of other External Experts	1
2.9	Total No. of members	14
2.10	No. of IQAC meetings held	09

2.11	No. of meetings with various stakeholders:	No.			
		01	Faculty	09	
	Non-Teaching Staff	01	Alumni	01	
			Others	-	

2.12	Has IQAC received any funding from UGC during the year? Yes	No	-	No	√
	If yes, mention the amount		-		

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

#### 2.14 Significant Activities and contributions made by IQAC

1. Encouragement to staff to attend various academic development programmes like short term training programmes, seminars, workshops, Refresher courses, training programmes etc.
2. Encouraging staff towards research programmes by applying Minor and Major Research Projects.
3. Conduct of student organized seminars.
4. Conducted student projects.
5. Encouraged student to participate in various cultural activities at university level and in youth festival.
6. Involved students as volunteers in several social service activities like Swachha Bharath, tree plantation, blood donation camps, awareness campaigns on Health and Hygiene, , Nutrition, Law, Environment, Karthika Pournami, campus cleaning through NSS, Eco club, Red ribbon club and NCC.
7. Encouraged departments to conduct field trips.
8. Conducted Home exams at regular intervals.
9. Coordinated various science departments in procuring more equipment.
10. Feedback from students, parents and alumni, its analysis and implemented their suggestions for the college development.
11. Bar coding of books in Library.
12. organized guest lectures in all departments.
13. Conducted Special Camp by NSS units.
14. Assisted in organizing National Integration Camp (NCC)
15. Assistance was provided to students to get employment.
16. Coaching was given for PG entrance examination.
17. Supported students to participate in various sports and games events at college, district and inter university level.
18. Conducted a certificate course in Tally for students and unemployed youth by in collaboration with Andhra Bank and Department of Commerce.
19. Special lectures were arranged in communication skills in English by professionals.
20. Students were encouraged to participate in the Chief Minister's Fund raising during HudHud cyclone, AP State capital construction, and extended helping hand to Visually challenged artists of Vijayanagaram.

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

	<b>Plan of Action</b>	<b>Achievements</b>
	Career development of staff through seminars, workshops, training programmes.	<b>Many of our staff members were participated and presented papers in International, National seminars, workshops, training programmes to improve or refresh their knowledge. Dr. R.Sreenivasa Rao, HoD Chemistry has got the best paper presentation award in more than 3 National seminars.</b>
	To conduct student organized seminars	<b>All the departments were conducted Student organized seminars.</b>
	To conduct student study projects	<b>Many of the students were conducted student study projects and submitted reports in their respective subjects with the guidance of staff. These students were provided with required stationery and guidance by staff and the college.</b>
	Home exams	<b>Home exams were conducted at regular intervals; pre-final exams were conducted, evaluated and results were recorded.</b>
	Procuring required equipment	<b>Procured required equipment in the departments of Chemistry, Physics, Zoology, Electronics, Computer Science. All the science departments were provided with White boards. A smart board was procured in the seminar hall. Water purifying plant was also installed.</b>
	To organize Guest lectures.	<b>All the departments have arranged Guest Lectures in the subjects of concern with eminent Professors and Teachers for the benefit of students.</b>
	NSS special camp	<b>The University NSS authority was pleased with the efforts made by our NSS volunteers in social service and sanctioned two more NSS Units to the already existing one. This year our three NSS units have arranged special camps in nearby villages namely, Jammulapalem, Jillellamudi and Moolapalem from January 6<sup>th</sup> to 12<sup>th</sup>. Details and day wise activities were enclosed.</b>

	Minor/major research projects	<p><b>Dr.Ch.Atchyutha Rao, Lecturer in Physics had applied for a Major Research project.</b></p> <p><b>Dr.K.Jaya Prasanthi, Lecturer in Chemistry, Mr.B.Ratneswara Rao, Lecturer in Botany, Dr.K.Subba Rao, Lecturer in Telugu were also applied for Minor Research Projects to UGC.</b></p>
	Special coaching classes to improve students communication	<p><b>Special coaching classes were conducted by English department and placement cell to improve students communication skills.</b></p>
	Social service activities	<p><b>Social service activities are part of curriculum.</b></p> <p><b>Volunteers of NSS, Eco club, Red ribbon club and cadets of NCC were participated in various activities like</b></p> <ol style="list-style-type: none"> <li><b>1. Swachha Bhaarath programme.</b></li> <li><b>2. Tree plantation</b></li> <li><b>3. Blood donation</b></li> <li><b>4. Campus cleaning</b></li> <li><b>5. Awareness about Blood donation, AIDS.</b></li> <li><b>6. Assistance to govt. Officials in events like Traffic control, Karthika Poornima.</b></li> <li><b>7. Literacy campaign by English and Telugu departments.</b></li> <li><b>8. Awareness about casting of Vote by Political science department.</b></li> <li><b>9. Environmental awareness exhibition by Botany and Zoology departments.</b></li> <li><b>10. Department of Computer Science was also conducted an awareness exhibition on Computers.</b></li> <li><b>11. Charity:</b> <p><b>Our students have collected and donated Rs 14,000/- to a NGO namely <i>Raganetra</i> Musical Association as charity to help the visually challenged people. In response they have conducted a concert in our college for students.</b></p> </li> <li><b>12. Free Medical Camp</b></li> </ol>

		<p><b>Our Alumni association had conducted a free medical camp on 6<sup>th</sup> December 2014. Doctors from Sankar Eye hospital, Guntur and Sibar dental college have conducted medical check up and medicines were distributed.</b></p> <p><b>13. Fund raising for the relief of victims of HudHud cyclone.</b></p>
	Cultural activity events/competitions	<p><b>Cultural activities are part of our college regular activity. Our students are being encouraged to improve their talent in various cultural activities. Our students are encouraged to participate in cultural competitions not only at our institution level but also at University level and in Youth festivals. All the participants were provided TA/DA to attend events.</b></p>
	Coaching to students for PGCET	<p><b>Departments like Chemistry, Botany, Zoology, Physics, Politics, and Economics have provided coaching to students for ANU PGCET 2015.</b></p>
	Automation of Library	<p><b>Bar coding process of our library books is in progress.</b></p>
	Field trips	<p><b>Department of Zoology had conducted a field trip to Nizampatnam port, Dept. Botany conducted a field trip, Dept. of Political science, History, Telugu were also conducted field trips.</b></p>
	National library Week.	<p><b>Our college Library Science department have observer National Library week. In this connection Guest Lecture, Quiz completions were arranged to students.</b></p>
	Campus Journal	<p><b>We have published a Bimonthly Campus Journal of our College to encourage writing skills of our students. These issues will provide information about various activities being taking place in the campus.</b></p>
	Home exams	<p><b>Home exams were conducted at regular intervals; pre-final exams were conducted, evaluated and results were recorded.</b></p>



Sports and games				
Sl.No	Event	Venue	Name of the participants	Result/ Achievement
Acharya Nagarjuna University(ANU) Inter Collegiate tournaments				
1.	Badminton	SS&N College, Narasaraopet	V.Kumudavalli – III B.Com  K.Amrutha – III B.Com	III Place
2.	Weight lifting	ANU	R.VenkataRahul – I B.A	I Place
3.	Body Building	ANU	R.VenkataRahul – I B.A	I Place
4.	Best Physic	ANU	R.VenkataRahul – I B.A	I Place
5.	Kabaddi	MVGRR Degree College, Bhattiprolu	BCAS – Kabaddi Team	No place
Youth Festival Competitions				
6.	Kabaddi	Youth Festival competitions,  ANU College of Physical Education, Guntur.	BCAS – Kabaddi Team	Winners
7.	Volley ball	Youth Festival competitions,ANU College of Physical Education, Guntur.	BCAS – Volley ball Team	Winners.
8.	Athletics	Youth Festival competitions,ANU College of Physical Education, Guntur.	Our college team of men and women athletes.	2 – Gold medals  2 – Silver medals  3- Bronze medals
9.	Athletics	Inter collegiate athlete meet at KVR, KVR & MKR college, Khazipalem	Our college team of 22 men and women athletes	4 – Gold medals  4– Silver medals  5- Bronze medals
10.	Volley ball	Vignan degree College, Palakaluru, Guntur	BCAS – Volley ball Team	Winners

	Cross- country (Men & Women)			
11.		ANU College of Pharmaceutical Sciences, Guntur	A team of 16 students (10 men & 06 Women) were participated	I Place (Men team) II Place (Women Team)
12.	Organized coaching camp for men's, women's teams of ANU to participate in All India Inter University Competitions held at Mahatma Gandhi University, Kerala.			
13.	Organized ANU inter Collegiate Yoga Competition to select participants for All India Inter University competitions, at Kurukshetra University, Hissar, Haryana.			
14.	Organized Freedom Run with all students of Bapatla town.			
15.	Organized games for Visually challenged people.			
16.	Conducted Blood donation camp with our students and donated 135 units of blood through Red ribbon Club.			

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

The management examined the AQAR and suggested some solutions for overall development.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	04	0	03	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	04	0	03	

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	Core

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
 (*On all aspects*)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

University looks after the revision or update of syllabus

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	<b>Total</b>	<b>Asst. Professors</b>	<b>Associate Professors</b>	<b>Professors</b>	<b>Others</b>
	25	25	-	-	-

2.2 No. of permanent faculty with Ph.D.

08

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

<b>Asst. Professors</b>		<b>Associate Professors</b>		<b>Professors</b>		<b>Others</b>		<b>Total</b>	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

38

2.5 Faculty participation in conferences and symposia:

<b>No. of Faculty</b>	<b>International level</b>	<b>National level</b>	<b>State level</b>
Attended Seminars/ Workshops	05	30	02
Presented papers	02	25	02
Resource Persons	-	01	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- a. Using PPTs.
- b. Video lessons.
- c. Counselling for students in academic issues.
- d. Adopting tutor method.
- e. Remedial coaching for slow learners.
- f. Conducting Student projects.
- g. Conducting seminars.
- h. Arranging Guest Lectures.
- i. Conducting field trips.
- j. Home exams at regular intervals.
- k. Involving students in cultural programmes and Youth festivals.
- l. Encouraging students to participate in games and sports.
- m. Conducting training classes in Communication skills
- n. Conduct of certificate course in Tally.

2.7 Total No. of actual teaching days during this academic year 202/215

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) --

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 02

2.10 Average percentage of attendance of students 76%

2.11 Course/Programme wise distribution of pass percentage:

<b>Title of the Programme</b>	<b>Total no. of students appeared</b>	<b>Passed</b>	<b>Pass %</b>
<b>I B.Sc</b>	204	72	35
<b>II B.Sc</b>	197	86	44
<b>III B.Sc</b>	174	119	71
<b>I B.A</b>	41	04	10
<b>II B.A</b>	34	10	30
<b>III B.A</b>	39	34	87
<b>I B.Com</b>	110	41	37
<b>II B.Com</b>	87	35	43
<b>III B.Com</b>	140	111	84

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC will conduct review meetings and monitor the progress in the teaching and learning process. Feedback will be taken from the students about the teaching and learning in the class room. Various activities will be informed time to time to both students and staff.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	

Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	05
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

#### 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	-	31	-	-
Technical Staff	-	02	-	-

### Criterion – III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC promotes research work in the campus. One staff member have got their Ph.D degree in this academic year. Some are already submitted their research thesis for award of Ph.D. Some are pursuing Ph.D. Staff are being encouraged to apply for minor and major research projects.

##### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs				

##### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	02	01	--
Outlay in Rs. Lakhs		500000+350000		

##### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	08	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	04		

##### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

##### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations (*please see next page*)

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-			
Minor Projects	18 Mon	UGC	Rs. 500000 Rs.350000	Rs. 485000 Rs.280000
Interdisciplinary Projects	-			
Industry sponsored	-			
Projects sponsored by the University/ College	-			

Students research projects <i>(other than compulsory by the University)</i>	-			
Any other(Specify)	-			
Total	-			

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	01
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: Rs. 850000/-

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-



3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
03		02		01		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

02

--

3.19 No. of Ph.D. awarded by faculty from the Institution

--

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Participated in Tree plantation programmes
2. Participated in awareness programmes like AIDS, Blood donation, importance of water.
3. Assisted State Govt. officials in Karthika Poornima programme at Suryalanka beach.
4. Participated in University level Youth festival and Cultural Programmes.
5. Participation in National level events in sports.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	28.80 Acres	-	Management	
Class rooms	40	-	Management and UGC	
Laboratories	20	-		
Seminar Halls	01	-		
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02			
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 22.99	22.99	UGC	
Others				

#### 4.2 Computerization of administration and library

Completed

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	42154	3069479	849	1,58,261	43003	3227740
Reference Books	4,651	3,41,608	79	17,585	4730	3,59,193
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	53	38,456
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	145	-	18	-	163	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	<b>Total Computers</b>	<b>Computer Labs</b>	<b>Internet</b>	<b>Browsing Centres</b>	<b>Computer Centres</b>	<b>Office</b>	<b>Departments</b>	<b>Others</b>
Existing	120	3	Yes	02	02	8	15	-
Added	20	-	-	-	-	-	-	-
<b>Total</b>	<b>140</b>	<b>03</b>		<b>02</b>	<b>02</b>	<b>08</b>	<b>15</b>	<b>-</b>

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Training programmes were conducted to staff for smooth and quick administration. All the systems are connected with network. All systems are provided with high speed broad band internet connection.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 2 Lakhs
ii) Campus Infrastructure and facilities	Rs.20 Lakhs
iii) Equipments	Rs. 01 Lakh
iv) Others	Rs. 0 Lakh
<b>Total :</b>	<b>Rs. 23Lakhs</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are informed with time to time notices about various schemes that are available for their academic development.

#### 5.2 Efforts made by the institution for tracking the progression

- Various notices regarding admissions into various courses, placement information are displayed in college notice board and also in the library.
- Students are being informed about placements through Placement Cell of the College.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1424	-	-	-

#### (b) No. of students outside the state

-

#### (c) No. of international students

-

No	%
997	70

Women

No	%
428	30

Last Year						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
473	275	38	604		1390	471	302	48	603		1424

Demand ratio: 1:1.5      Dropout % : 5

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students are supported with coaching for PG CET.  
Coaching in Communication skills.

No. of students beneficiaries

210

### 5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

### 5.6 Details of student counselling and career guidance

- Counselling will be given to students at the time admission to choose proper group.
- Counselling will be given to slow learners to overcome their problems. Special attention will be paid to such slow learners.
- Career guidance will be given to aspirant students.

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	15	8	01

### 5.8 Details of gender sensitization programmes

1. Display boards are arranged in the campus about problems and punishment to prevent eve teasing and ragging in the campus.
2. Students are educated to prevent eve teasing in the campus.
3. Discipline committee will monitor the campus regularly to prevent such incidents.
4. Women empowerment cell established in the campus to take care about women students problems.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

National level

International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	765	Rs. 17,43,527
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_ - \_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:** The college motto is *Vidyaya amrutha masnuthe* which means through education one can achieve eternity. Bapatla College of Arts and Sciences will support outstanding vision and concepts of masterminds and make use of them for further 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. The college will work out strategies to catch up with the spirit of community and the country in the global concept.

#### 6.2 Does the Institution has a management Information System

- The institution has computerized admission system, student data base and profile maintained.
- Library automation.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

As the Bapatla College of Arts and science is an affiliated college to Acharya Nagarjuna University it has to follow the curriculum designed by the university only.

##### 6.3.2 Teaching and Learning

- Orientation classes are conducted to staff to motivate them to give their best quality in teaching.
- Staff members are encouraged to participate in National level seminars, workshops, training classes to update their knowledge.
- Staff is provided with good library, laboratories, High speed internet facility.

##### 6.3.3 Examination and Evaluation

Home examinations are conducted at regular intervals and results are monitored. More concentration was given on slow learners.



#### 6.3.4 Research and Development

Minor research projects and student projects are encouraged to improve research culture.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Photostat machine, DTH, internet browsing facility provided.

#### 6.3.6 Human Resource Management

Various activities were conducted by volunteers of NCC and NSS volunteers.

#### 6.3.7 Faculty and Staff recruitment

As the government has banned new recruitments, the management is appointing staff according to need on temporary basis only.

#### 6.3.8 Industry Interaction / Collaboration

-

#### 6.3.9 Admission of Students

1. Details of courses offered by the college are kept in college web site with procedure of admission.
2. Process of admission is automated.

#### 6.4 Welfare schemes for

Teaching	Staff welfare Society is functioning in the college.
Non teaching	Staff welfare Society is functioning in the college.
Students	Hostels, bus pass, medical facility are provided.

#### 6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done Yes  No

(Financial audit was done for the year 2010 – 2011 by CCE, Hyderabad)

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Committee appointed by CCE, Hyderabad	Yes	IQAC
Administrative	-	-	Yes	Local

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

1. Campus selections.
2. Organized free medical camp.
3. Suggestions for overall development.

6.12 Activities and support from the Parent – Teacher Association

Parents – teacher association meetings were conducted to discuss student's progress, steps taken for the academic improvement of students.

#### 6.13 Development programmes for support staff

1. Conducted workshop on teaching methods.
2. Training on ICT.
3. Research projects reviews.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Tree plantation in the campus.
2. Rain water harvest pits are constructed.
3. Maintaining compost pit.
4. Maintaining campus clean.
5. Using LCD/LED monitors in Computer labs.
6. Installing solar power panels for renewable energy source.
7. Observing Swachha Bharath programme on every Saturday.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Introduced Bachelor's degree in Multimedia course. As multimedia field providing good employment, there is good demand for this course.
2. Conducted training course in Tally package. Good numbers of students joined in this course and get benefited.
3. Arranged special training classes in communication skills. Many students have improved their communication skills to some extent by this training.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Home exams were conducted Time to time.
2. Got one minor research project in Physics.
3. Applied for a Major Research Project.
4. Students organized seminars were conducted.
5. Student projects were done.
6. Staff and students were involved in various social service activities.
7. Field trips were conducted.
8. Guest lectures were arranged with experts.
9. New equipment was procured.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

<b>1</b>	Title of the Practice	:	<b>Course in Spoken English</b>
<b>2</b>	Goal	:	<b>To make the students to speak in English</b>
<b>3</b>	The Context	:	<b>Spoken English is essential now a days to get better placement or job. This is essential to communicate one's views.</b>
<b>4</b>	The Practice	:	<b>Many classes, seminars were conducted.</b>
<b>5</b>	Evidence of success	:	<b>Students become successful to communicate in English to some extent</b>
<b>6</b>	Problems Encountered and Resources Required	:	<b>Majority of the students are from rural back ground so, it was very difficult to bring them in to stream. More practice is required.</b>
<b>7</b>	Notes (Optional)	:	--

1.	Title of the Practice	<b>Certificate course in Oils and fats Certificate course in Water technology</b>
2.	Goal	<b>To encourage cottage industry and mineral water plant.</b>
3.	The Context	<b>To develop awareness among public about soaps, drinking water.</b>
4.	The Practice	<b>Many classes are conducted, practical training with the support of local, private funding agencies.</b>
5.	Evidence of success	<b>Students getting jobs in local oil companies and some had started mineral water plants with the financial support from banks.</b>
6.	Problems Encountered and Resources Required	<b>This is completely self financed course so it is an expensive affair for students.</b>
7.	Notes (Optional)	--

*\*Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. Creating environmental awareness among students.</li> <li>2. Waste material management.</li> <li>3. Rain water harvest to improve ground water table in the campus.</li> <li>4. Tree plantation.</li> </ol> |
|---|

7.5 Whether environmental audit was conducted?    Yes     No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

--

**8. Plans of institution for next year**

- |  |
|--|
| <ol style="list-style-type: none"> <li>1. To Introduce Certificate courses (Add on Courses)</li> <li>2. To conduct coaching to entry in services.</li> </ol> |
|--|

Name Smt.K. NIRMALA

Name Smt.M. SARAH NIVEDITHA

*K. Nirmala*

*nsivedita*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

**Annexure 1**  
**THE BAPATLA COLLEGE OF ARTS & SCIENCES :: BAPATLA**  
**ACADEMIC CALENDER 2014-2015 AND LIST OF HOLIDAYS**

09.06.2014	:	Monday	College Re-opens for the Academic Year 2014-2015
14.06.2014	:	Saturday	Second Saturday
23.06.2014	:	Monday	Commencement of Teaching for II, III Degree Courses
30.06.2014	:	Monday	Commencement of Teaching for Jr.Inter Course
10.07.2014	:	Thursday	Commencement of Teaching for I Degree Course
12.07.2014	:	Saturday	Second Saturday
29.07.2014	:	Tuesday	Ramzan
01.08.2014	:	Friday	Last date for payment of college fee II & III degree & Sr.Inter students
09.08.2014	:	Saturday	Second Saturday
15.08.2014	:	Friday	Independence day
17.08.2014	:	Sunday	Janmasthanmi
29.08.2014	:	Friday	Vinayaka Chathurdhi
13.09.2014	:	Saturday	Second Saturday
20.09.2014 to 27.09.2014	:	Friday to Friday	Ist Term Examinations
29.09.2014 to 04.10.2014	:	Monday to Saturday	Dusshera Vacation
05.10.2014	:	Sunday	Bakrid
11.10.2014	:	Saturday	Second Saturday
13.10.2014	:	Monday	Last date for payment of college fee II & III degree & Sr.Inter students
23.10.2014	:	Thursday	Deepavali
04.11.2014	:	Tuesday	Moharram
06.11.2014	:	Thursday	Karthika pournami
08.11.2014	:	Saturday	Second Saturday
10.11.2014	:	Monday	Last date for submitting scholarship applications.
13.12.2014	:	Saturday	Second Saturday
23.12.2014 to 27.12.2014	:	Tuesday to Saturday	Christmas Holidays
01.01.2015	:	Thursday	New Year's Day
03.01.2015	:	Saturday	Milad-un-Nabi
10.01.2015	:	Saturday	Second Saturday
12.01.2015 to 17.01.2015	:	Monday to Saturday	Pongal Holidays
19.01.2015 to 27.01.2015	:	Monday to Tuesday	Pre-Public Examinations

26.01.2015	:	Monday	Republic Day
05.02.2015	:	Thursday	Commencement of Practical Exams for 2014-2015
17.02.2015	:	Tuesday	Maha Sivarathri
25.02.2015	:	Wednesday	Last date for institution computing attendance
04.03.2015	:	Wednesday	Commencement of Degree Exams for 2014-2015
06.03.2015	:	Friday	Holi
21.03.2015	:	Saturday	Ugadi
27.03.2015	:	Friday	Sri Rama Navami
31.03.2015	:	Tuesday	Last working day for the academic year 2014-2015

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**PRINCIPAL**

## **Annexure II**

### **THE BAPATLA COLLEGE OF ARTS AND SCIENCE, BAPATLA ANALYSIS OF FEEDBACK FROM STUDENTS FOR THE YEAR 2014-15**

- Majority of the students are satisfied with teaching method and communication of the teacher.
- Students are satisfied with the content taught by their teachers and class discipline
- Students are being motivated by some of the teachers.
- Students are happy with the classroom tests conducted by the teacher.
- Majority of the students are not feeling burden to do assignments and project work given by teachers.
- They are satisfied with the notes of material provided by the teacher.
- Some of students have expressed that more teaching aids to be used by the teacher in the class.
- Some students are not happy with the project works they requesting to give more project works.
- Students are satisfied with the facilities like drinking water, ladies waiting hall, toilets, play ground, library etc.
- Some of the students requested more systems in the library for web surfing.
- Some students requested to arrange tube lights in class room to get more light during winter season. The college had provided the same.

\*\*\*\*\*



Annexure III  
NCC REPORT 2014-15



National Cadet Corps  
115 Coy / 22 (A) Bn  
The Bapatla College of Arts & Sciences  
Bapatla - 522101



Accredited by NAAC with 'A' Grade

nccbcas@gmail.com

Ch.Manikya Rao  
Incharge Officer

Date:.....

**Annual report of NCC Coy for the year 2014-15**

I am herewith submitting the various activities conducted by our college Coy for the year 2014-15 as appended below,

SI No	Date	Activity	Location
1	15-08-2014	Independence day Celebrations	BCAS Campus
2	05-09-2014	Conduced Blood donation Camp	BCAS Campus
3	17-11-2014	Cadets participated as volunteers for Karteeka Pournamy event	Suryalanka Beach
4	22-11-2014	NCC Day Celebrations	BCAS Campus
5	22-11-2014	Rally by Cadets	Bapatla Town
6	01-12-2014	AIDs Day Rally	Bapatla Town
7	26-01-2015	Republic day Celebrations	BCAS Campus

**Achievements:**

1. Cadets of our Coy participated in NICs in 2014-15 at Jailshalmeer (Rajastan), Secunderabad.
2. Our cadets had participated as Volunteers in Medical Camps organized by BCAS Alumni Association on 30-06-2014.

Signature

**Annexure IV**  
**NSS REPORT**  
**REGULAR ACTIVITY REPORT**

The following programmes were conducted by our NSS volunteers of units –I, II & III  
during the academic year 2014-15 under regular activities

S.No.	Name of the Programme	Place	Date
1	Plantation	Our campus	28-08-2014
2	Blood donation camp	Our campus	04-09-2014
3	Awareness on Traffic rules	Our campus	24-09-2014
4	Rally on Swatch Bharat	Bapatla Town	11-10-2014
5	Campus cleaning	Our campus	18-10-2014
6	Rally on National Integration Day	Bapatla Town	31-10-2014 FN
7	Celebration of Sardar Vallabhaji Patel birth day	Our campus	31-10-2014 AN
8	Karthika Poornima Camp	Suryalanka Beach	06-11-2014
9	Relief fund collection for Hudh-Hudh victims	Bapatla Town	11-11-2014
10	Special camp (submitted separately)	Jammulapalem	06-01-2015 to 12-01-2015

*mevivedi ita*

*K. S. ...*

**Report on**  
**SPECIAL CAMP**

**Submitted to**  
**The Programme Co-ordinator**  
**NATIONAL SERVICE SCHEME,**  
**ACHARYA NAGARJUNA UNIVERSITY,**  
**NAGARJUNA NAGAR**  
**GUNTUR**

**By**  
Sri.K.Srinivasa Rao, M.Sc.,  
Programme Officer  
**NSS Unit-I, BCAS, Bapatla**

**VENUE**  
**Jammulapalem, BAPATLA (Mandal)**  
**From 06.01.2015 to 12.01.2015**



# NATIONAL SERVICE SCHEME

## The Bapatla College of Arts and Sciences

E-mail:bcasbapatla@gmail.com Bapatla -522101, Guntur Dt, A.P, India Accredited by NAAC with 'A'Grade



Not me but we

Smt. M.Sarah Niveditha  
Principal / NSS Chairman

NSS (Unit- I)

Sri. K.SrinivasaRao  
Lecturer in Physics / Programme Officer

To  
The Programme Co-ordinator  
National Service Scheme  
Acharya Nagarjuna University,  
Nagarjuna Nagar,  
Guntur.

Sir,

**Sub:** N.S.S Unit submission of report on special camp – submitted – Reg.

**Ref:** Your proceedings No.ANU – NSS Special Camp 2014-15.

<<<<<>>>>>>>>

I am very happy to inform you that, the NSS-Unit-I of BCAS Bapatla has organized and successfully conducted a 7 day special NSS-Camp at Jammulapalem, Bapatla mandal from 06.01.2015 to 12.01.2015.

Having observed the needs and necessities of the said locality, we have selected the same for our camp. In this connection, I am herewith submitting a report on the Special Camp along with photographs and news paper clippings. I also have enclosed the particulars of the expenditure and utilization certificate from auditor.

This is for your kind information and acknowledgement.

Thanking you sir,

Signature of the Principal

Signature of the NSS Programme Officer

**LIST OF IMPORTANT PERSONS WHO INVOLVED  
AND  
PARTICIPATED IN SPECIAL CAMP**

**FROM 06.01.2015 to 12.01.2015**

**AT JAMMULAPALEM – BAPATLA MANDAL  
GUNTUR (DISTRICT)**

<b>Sl.No</b>	<b>Name</b>	<b>Designation</b>
<b>1</b>	Smt. M.Sarah Niveditha	Principal, BCAS, Bapatla
<b>2</b>	Sri. Muppalaneni Seshagiri Rao garu	President, Bapatla Education Society.
<b>3</b>	Sri. Manam Nageswara Rao garu	Secretary, Bapatla Education Society.
<b>4</b>	Sri. Muppalaneni Srinivasa Rao garu	President, BCAS Alumni Association, Bapatla
<b>5</b>	Sri. K.Srinivasa Rao	NSS Programme Officer Unit-I
<b>6</b>	Sri. B.Subbaramaiah	Sarpanch, Jammulapalem
<b>7</b>	Dr K.Subba Rao	Lecturer in Telugu
<b>8</b>	Sri. P.Irmia	Lecturer in English
<b>9</b>	Sri. P.Ananda Rao	Lecturer, English Dept. BCAS
<b>10.</b>	Sri. Ch.Manikya Rao	Head of Dept. Mathematics, & NCC Officer
<b>11.</b>	Sri A.Pitchiah	Lecturer in Computers
<b>12.</b>	Smt. K.Nirmala	Head of Economics Dept. BCAS
<b>13.</b>	Dr K.Ravi Kumar	Doctor, Rotary Club, Bapatla
<b>14.</b>	Smt. N.Padma	Medical Assistant, Rotary Club, Bapatla
<b>15.</b>	Smt. Sarala Devi	HM, ZPPHS, Jammulapalem

**THE BAPATLA COLLEGE OF ARTS &  
SCIENCES::BAPATLA  
GUNTUR (DISTRICT), A.P**

**NATIONAL SERVICE SCHEME (UNIT-I)**

**AHARYA NAGARJUNA UNIVERSITY, GUNTUR**

**REPORT OF PROGRAMME OFFICER ON SPECIAL CAMP**

Duration : 06.01.2015 to 12.01.2015 - (7 Days)  
Venue : Jammulapalem, Bapatla (mandal)  
No. of Volunteers:

**REPORT**

We, the NSS unit of The Bapatla College of Arts & Sciences, Bapatla organized a NSS special camp at Jammulapalem located at a distance of 10 km from Bapatla, Guntur District, from 06.01.2015 to 12.01.2015. With the kind co-operation of hon'ble Vice-Chancellor of Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and NSS-Programme Co-Ordinator of Acharya Nagarjuna University, Guntur, Sri Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla and Smt. M.Sarah Niveditha Principal BCAS, Bapatla.

Various activities for the total 7 days of the special camp were framed by NSS-Programme officer Sri.K.Srinivasa Rao and the ward committee as shown here under.

1. Inaugural Function on 06.01.2015 at ZPPH School Jammulapalem, Bapatla mandal, in the morning session and sramadanam in the evening session
2. Sramadanam
3. Survey on Education and Health
4. Plantation (around 300 plants)
5. AIDS Awareness Rally
6. Free Medical Camp
7. Clean, Bleaching and Valedictory

### **1<sup>st</sup> Day 06.01.2015:-**

The special camp was inaugurated in the morning session. Sri.Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla was invited as chief guest, while Smt.M.Sarah Niveditha, Principal BCAS, Bapatla, officiated the meeting. Sri. Ch.Manikya Rao NCC Officer, BCAS, Bapatla, Sri.P.Ananda Rao Lecturer in English, Sri.K.Suresh Lecturer in Physics, Smt. A.V.Rajya Lakshmi HOD in English, Dr. K.SubbaRao Lecturer in Telugu, Sri. P.Irma Lecturer in English, Sri A.Pitchiah Lecturer in Computer Science, Sri.B.Subbaramaiah Sarpanch, Jammulapalem, Smt. Sarala Devi, HM, ZPPHS, Jammulapalem, Smt.B.Vani, Sarpanch, Jillellamudi and Sri.B.Ruben, Sarpanch, Mulapalem and B.NageswaraRao Ex.sarpanch, Mulapalem were also participated in the inaugural function.

After the inauguration, sramadanam was under taken.

### **2<sup>nd</sup> Day 07.01.2015:-**

On the second day of the camp our NSS volunteers have under taken the activity of cleaning the two water filter beds, cutting of shrubs and bushes along the village road. And the gutters along this road were also cleaned. In fact this activity was appreciated by the local people as a very much useful activity for all of them.

### **3<sup>rd</sup> Day 08.01.2015:-**

On the third day of the camp a survey on 'Education and Health' that facilitated awareness of both education and health was under taken by the NSS volunteers. Literacy percentage among children of below 14 years of age and victims ailing form some diseases were identified in the survey of our volunteers. The ill effects of the things of our findings and the remedial steps were highlighted to the parents of the children at the remaining people of the ward for their enlightenment.

### **4<sup>th</sup> Day 09.01.2015:-**

On the 4<sup>th</sup> day of the camp the activity of tree plantation was under taken by various locations. On that day the most useful nearly 300 trees like Amla plants, black berry plants, Indian beach plants and Neem plants were planted and the local people were instructed to take care of those plants in protecting them and watering them. People were also instructed the importance of growing plants for ecological balance and controlling environmental pollution.

### **5<sup>th</sup> Day 10.01.2015:-**

On the fifth day of the camp our NSS volunteers have organized a rally on AIDS. Now a day's AIDS is a very hideous and tremendous disease. It dreads the entire world. Hence the root causes of AIDS and the precautionary activities were highlighted for the enlightenment of the people. Really the people were enlightened by this activity.

### **6<sup>th</sup> Day 11.01.2015:-**

On the sixth day of the camp a free medical camp was organized in collaboration with Red Cross Society of Bapatla. This camp was headed and overseen by Dr.K.Ravi Kumar, MBBS. Some medical tests (B.P, Sugar) were done to needy people and medicines were supplied to them. People were highly benefited by this camp.

### **7<sup>th</sup> Day 12.01.2015:-**

On the last day of the camp the activity of cleaning of the surroundings and bleaching was under taken. Our volunteers with the co-operation of the village people have cleaned the roads, the school campus and its surroundings and the premises of safety drinking water tanks and so on.

In the evening session the principal of The Bapatla College of Arts & Sciences, Bapatla, Sri Muppalaneni SrinivasaRao, President, Old Students Association and the sarpanch were invited for the valedictory meeting.

The interested staff members of BCAS, Bapatla and some important elders' form the locality also participated in the valedictory.

Totally the 7 day NSS Special Camp of our BCAS Unit-I Bapatla at Jammulapalem laid an indelible impression in hearts of the indwellers of the locality. They appreciated very much the services rendered by our NSS Volunteers. Even our NSS Volunteers felt rather happy that they got a chance to serve the society.



Report on  
**SPECIAL CAMP**

Submitted to  
The Programme Co-ordinator  
**NATIONAL SERVICE SCHEME,**  
**ACHARYA NAGARJUNA UNIVERSITY,**  
**NAGARJUNA NAGAR**  
**GUNTUR**

By  
**Sri.K.Suresh, M.Sc., (Ph.D)**  
Programme Officer  
**NSS Unit-II, BCAS, Bapatla**

**VENUE**  
**Jillellamudi, Bapatla (Mandal)**  
**From 06.01.2015 to 12.01.2015**



# NATIONAL SERVICE SCHEME

## The Bapatla College of Arts and Sciences

Accredited by NAAC with 'A' Grade

Bapatla -522101, Guntur Dt, A.P, India

e-mail:nssbcasbapatla@gmail.com, 08643-221405, www.bcasbapatla.ac.in



Not me but we

Smt. M.Sarah Niveditha  
Principal / NSS Chairman

NSS (Unit - II)

Sri. K.Suresh  
Lect. in Physics / NSS Programme Officer

To  
The Programme Co-ordinator  
National Service Scheme  
Acharya Nagarjuna University,  
Nagarjuna Nagar,  
Guntur.

Sir,

**Sub:** N.S.S Unit submission of report on special camp – submitted – Reg.

**Ref:** Your proceedings No.ANU – NSS Special Camp 2014-15.

<<<<<>>>>>>>>

I am very happy to inform you that, the NSS-Unit-II of BCAS Bapatla has organized and successfully conducted a 7 day special NSS-Camp at Jillellamudi, Bapatla mandal from 06.01.2015 to 12.01.2015.

Having observed the needs and necessities of the said locality, we have selected the same for our camp. In this connection, I am herewith submitting a report on the Special Camp along with photographs and news paper clippings. I also have enclosed the particulars of the expenditure and utilization certificate from auditor.

This is for your kind information and acknowledgement.

Thanking you sir,

Signature of the Principal

Signature of the NSS Programme Officer

**LIST OF IMPORTANT PERSONS WHO INVOLVED  
AND  
PARTICIPATED IN SPECIAL CAMP**

**FROM 06.01.2015 to 12.01.2015**

**AT JILLELLAMUDI – BAPATLA MANDAL  
GUNTUR (DISTRICT)**

<b>Sl.No</b>	<b>Name</b>	<b>Designation</b>
<b>1</b>	Smt. M.Sarah Niveditha	Principal, BCAS, Bapatla
<b>2</b>	Sri. Muppalaneni Seshagiri Rao garu	President, Bapatla Education Society.
<b>3</b>	Sri. Manam Nageswara Rao garu	Secretary, Bapatla Education Society.
<b>4</b>	Sri. Muppalaneni Srinivasa Rao garu	President, BCAS Alumni Association, Bapatla
<b>5</b>	Sri. K.Suresh	NSS Programme Officer Unit-II
<b>6</b>	Smt. B.Vani	Sarpanch, Jillellamudi
<b>7</b>	Dr K.Subba Rao	Lecturer in Telugu
<b>8</b>	Sri. P.Irmia	Lecturer in English
<b>9</b>	Sri. P.Ananda Rao	Lecturer, English Dept. BCAS
<b>10.</b>	Sri. Ch.Manikya Rao	Head of Dept. Mathematics, & NCC Officer
<b>11.</b>	Sri A.Pitchiah	Lecturer in Computers
<b>12.</b>	Smt. K.Nirmala	Head of Economics Dept. BCAS
<b>13.</b>	Dr. Inaja Kumari MBBS, DGO	Doctor, Bapatla
<b>14.</b>	Smt. N.Padma	Medical Assistant

**THE BAPATLA COLLEGE OF ARTS &  
SCIENCES::BAPATLA  
GUNTUR (DISTRICT), A.P**

**NATIONAL SERVICE SCHEME (UNIT-II)**

**AHARYA NAGARJUNA UNIVERSITY, GUNTUR**

**REPORT OF PROGRAMME OFFICER ON SPECIAL CAMP**

Duration : 06.01.2015 to 12.01.2015 - (7 Days)  
Venue : Jillellamudi, Bapatla (mandal)  
No. of Volunteers: 57

**REPORT**

We, the NSS unit-II of The Bapatla College of Arts & Sciences, Bapatla organized a NSS special camp at Jillellamudi located at a distance of 14 km from Bapatla, Guntur District, from 06.01.2015 to 12.01.2015. With the kind co-operation of hon'ble Vice-Chancellor of Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and NSS-Programme Co-Ordinator of Acharya Nagarjuna University, Guntur, Sri Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla and Smt. M.Sarah Niveditha Principal BCAS, Bapatla.

Various activities for the total 7 days of the special camp were framed by NSS-Programme officer Sri.K.Suresh and the village people as shown here under.

1. Inaugural Function on 06.01.2015 at ZPPH School Jammulapalem, Bapatla mandal, in the morning session and sramadanam in the evening session
2. Sramadanam at Jillellamudi
3. Survey on Education and Health
4. Plantation (around 200 plants)
5. AIDS Awareness Rally
6. Free Medical Camp
7. Clean, Bleaching and Valedictory

### **1<sup>st</sup> Day 06.01.2015:-**

The special camp was inaugurated in the morning session. Sri.Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla was invited as chief guest, while Smt.M.Sarah Niveditha, Principal BCAS, Bapatla, officiated the meeting. Sri. Ch.Manikya Rao NCC Officer, BCAS, Bapatla, Sri.P.Ananda Rao Lecturer in English, Sri.K.Suresh Lecturer in Physics, Smt. A.V.Rajya Lakshmi HOD in English, Dr. K.SubbaRao Lecturer in Telugu, Sri. P.Irmia Lecturer in English, Sri A.Pitchiah Lecturer in Computer Science, Sri.B.Subbaramaiah Sarpanch, Jammulapalem, Smt. Sarala Devi, HM, ZPPHS, Jammulapalem, Smt.B.Vani, Sarpanch, Jillellamudi and Sri.B.Ruben, Sarpanch, Mulapalem and B.NageswaraRao Ex.sarpanch, Mulapalem were also participated in the inaugural function.

After the inauguration, sramadanam was under taken.

### **2<sup>nd</sup> Day 07.01.2015:-**

On the second day of the camp our NSS volunteers have under taken the activity of cleaning, cutting of shrubs and bushes along the village road. And the gutters along this road were also cleaned. In fact this activity was appreciated by the local people as a very much useful activity for all of them.

### **3<sup>rd</sup> Day 08.01.2015:-**

On the third day of the camp a survey on 'Education and Health' that facilitated awareness of both education and health was under taken by the NSS volunteers. Literacy percentage among children of below 14 years of age and victims ailing form some diseases were identified in the survey of our volunteers. The ill effects of the things of our findings and the remedial steps were highlighted to the parents of the children at the remaining people of the ward for their enlightenment.

### **4<sup>th</sup> Day 09.01.2015:-**

On the 4<sup>th</sup> day of the camp the activity of tree plantation was under taken by various locations. On that day the most useful nearly 200 trees like Amla plants, black berry plants, Indian beach plants and Neem plants were planted and the local people were instructed to take care of those plants in protecting them and watering them. People were also instructed the importance of growing plants for ecological balance and controlling environmental pollution.

### **5<sup>th</sup> Day 10.01.2015:-**

On the fifth day of the camp our NSS volunteers have organized a rally on AIDS. Now a day's AIDS is a very hideous and tremendous disease. It dreads the entire world. Hence the root causes of AIDS and the precautionary activities were highlighted for the enlightenment of the people. Really the people were enlightened by this activity.

### **6<sup>th</sup> Day 11.01.2015:-**

On the sixth day of the camp a free medical camp was organized in collaboration with Red Cross Society of Bapatla. This camp was headed and overseen by Dr.Inaja Kumari, MBBS, DGO. Some medical tests (B.P, Sugar) were done to needy people and medicines were supplied to them. People were highly benefited by this camp.

#### **7<sup>th</sup> Day 012.01.2015:-**

On the last day of the camp the activity of cleaning of the surroundings and bleaching was under taken. Our volunteers with the co-operation of the village people have cleaned the roads, the school campus and its surroundings and the premises of safety drinking water tanks and so on.

In the evening session the principal of The Bapatla College of Arts & Sciences, Bapatla, Sri Muppalaneni SrinivasaRao, President, Old Students Association and the sarpanch were invited for the valedictory meeting.

The interested staff members of BCAS, Bapatla and some important elders' form the locality also participated in the valedictory.

Totally the 7 day NSS Special Camp of our BCAS Unit-I Bapatla at Jillellamudi laid an indelible impression in hearts of the indwellers of the locality. They appreciated very much the services rendered by our NSS Volunteers. Even our NSS Volunteers felt rather happy that they got a chance to serve the society.

**Report on**  
**SPECIAL CAMP**

**Submitted to**  
**The Programme Co-ordinator**  
**NATIONAL SERVICE SCHEME,**  
**ACHARYA NAGARJUNA UNIVERSITY,**  
**NAGARJUNA NAGAR**  
**GUNTUR**

**By**  
**Smt A.V.Rajya Lakshmi**  
**Programme Officer**  
**NSS Unit-III, BCAS, Bapatla**

**VENUE**  
**Mulapalem, BAPATLA (Mandal)**  
**From 06.01.2015 to 12.01.2015**



# NATIONAL SERVICE SCHEME

## The Bapatla College of Arts and Sciences

E-mail:bcasbapatla@gmail.com Bapatla -522101, Guntur Dt, A.P, India Accredited by NAAC with 'A'Grade



Not me but we

Smt. M.Sarah Niveditha  
Principal / NSS Chairman

NSS (Unit- III)

Smt. A.V.Rajya Lakshmi  
HOD of English / Programme Officer

To  
The Programme Co-ordinator  
National Service Scheme  
Acharya Nagarjuna University,  
Nagarjuna Nagar,  
Guntur.

Sir,

**Sub:** N.S.S Unit submission of report on special camp – submitted – Reg.

**Ref:** Your proceedings No.ANU – NSS Special Camp 2014-15.

<<<<>>>>>>>>>>

I am very happy to inform you that, the NSS-Unit-III of BCAS Bapatla has organized and successfully conducted a 7 day special NSS-Camp at Mulapalam, Bapatla mandal from 06.01.2015 to 12.01.2015.

Having observed the needs and necessities of the said locality, we have selected the same for our camp. In this connection, I am herewith submitting a report on the Special Camp along with photographs and news paper clippings. I also have enclosed the particulars of the expenditure and utilization certificate from auditor.

This is for your kind information and acknowledgement.

Thanking you sir,

*M. Sarah Niveditha*

Signature of the Principal

*A.V. Rajya Lakshmi*

Signature of the NSS Programme Officer



**LIST OF IMPORTANT PERSONS WHO INVOLVED  
AND  
PARTICIPATED IN SPECIAL CAMP**

**FROM 06.01.2015 to 12.01.2015  
AT MULAPALEM – BAPATLA MANDAL GUNTUR (DISTRICT)**

<b>Sl.No</b>	<b>Name</b>	<b>Designation</b>
<b>1</b>	Smt. M.Sarah Niveditha	Principal, BCAS, Bapatla
<b>2</b>	Sri. Muppalaneni Seshagiri Rao garu	President, Bapatla Education Society.
<b>3</b>	Sri. Manam Nageswara Rao garu	Secretary, Bapatla Education Society.
<b>4</b>	Sri. Muppalaneni Srinivasa Rao garu	President, BCAS Alumni Association, Bapatla
<b>5</b>	Smt. A.V.Rajyalakshmi	NSS Programme Officer Unit-III
<b>6</b>	Sri. B .Rubenu	Sarpanch, Mulapalem
<b>7</b>	Dr K.Subba Rao	Lecturer in Telugu
<b>8</b>	Sri. P.Irmia	Lecturer in English
<b>9</b>	Sri. P.Ananda Rao	Lecturer, English Dept. BCAS
<b>10.</b>	Sri. Ch.Manikya Rao	Head of Dept. Mathematics, & NCC Officer
<b>11.</b>	Sri. K.Naresh Kumar	Lecturer Physics Dept. BCAS
<b>12.</b>	Sri A.Pitchiah	Lecturer in Computers
<b>13.</b>	Smt. K.Nirmala	Head of Economics Dept. BCAS
<b>14.</b>	Dr K.Ravi Kumar	Doctor, Rotary Club, Bapatla
<b>15.</b>	Smt. N.Padma	Medical Assistant, Rotary Club, Bapatla
<b>16.</b>	Sri. K.Nageswararao	HM, Mulapalem

**THE BAPATLA COLLEGE OF ARTS &  
SCIENCES::BAPATLA  
GUNTUR (DISTRICT), A.P**

**NATIONAL SERVICE SCHEME (UNIT-III)**

**AHARYA NAGARJUNA UNIVERSITY, GUNTUR**

**REPORT OF PROGRAMME OFFICER ON SPECIAL CAMP**

Duration : 06.01.2015 to 12.01.2015 - (7 Days)

Venue : Mulapalem, Bapatla (mandal)

No. of Volunteers:

**REPORT**

We, the NSS unit of The Bapatla College of Arts & Sciences, Bapatla organized a NSS special camp at Mulapalem located at a distance of 8 km from Bapatla, Guntur District, from 06.01.2015 to 12.01.2015. With the kind co-operation of hon'ble Vice-Chancellor of Acharya Nagarjuna University, Nagarjuna Nagar, Guntur and NSS-Programme Co-Ordinator of Acharya Nagarjuna University, Guntur, Sri Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla and Smt. M.Sarah Niveditha Principal BCAS, Bapatla.

Various activities for the total 7 days of the special camp were framed by NSS-Programme officer Smt.A.V.Rajyalakshmi and the village people as shown here under.

1. Inaugural Function on 06.01.2015 at ZPPH School Jammulapalem, Bapatla mandal, in the morning session and sramadanam in the evening session
2. Sramadanam at Mulapalem
3. Survey on Education and Health
4. Plantation (around 600 plants)
5. AIDS Awareness Rally
6. Free Medical Camp
7. Clean, Bleaching and Valedictory

### **1<sup>st</sup> Day 06.01.2015:-**

The special camp was inaugurated in the morning session. Sri.Muppalaneni Srinivasa Rao garu, President of BCAS Alumni Association, Bapatla was invited as chief guest, while Smt.M.Sarah Niveditha, Principal BCAS, Bapatla, officiated the meeting. Sri. Ch.Manikya Rao NCC Officer, BCAS, Bapatla, Sri.P.Ananda Rao Lecturer in English, Sri.K.Suresh Lecturer in Physics, Smt. A.V.Rajya Lakshmi HOD in English, Dr. K.SubbaRao Lecturer in Telugu, Sri. P.Irmia Lecturer in English, Sri A.Pitchiah Lecturer in Computer Science, Sri.B.Subbaramaiah Sarpanch, Jammulapalem, Smt. Sarala Devi, HM, ZPPHS, Jammulapalem, Smt.B.Vani, Sarpanch, Jillellamudi and Sri.B.Ruben, Sarpanch, Mulapalem and B.NageswaraRao Ex.sarpanch, Mulapalem were also participated in the inaugural function.

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On the sixth day of the camp a free medical camp was organized in collaboration with Red Cross Society of Bapatla. This camp was headed and overseen by Dr.K.Ravi Kumar, MBBS. Some medical tests (B.P, Sugar) were done to needy people and medicines were supplied to them. People were highly benefited by this camp.

### **7<sup>th</sup> Day 12.01.2015:-**

On the last day of the camp the activity of cleaning of the surroundings and bleaching was under taken. Our volunteers with the co-operation of the village people have cleaned the roads, the school campus and its surroundings and the premises of safety drinking water tanks and so on.

In the evening session the principal of The Bapatla College of Arts & Sciences, Bapatla, Sri Muppalaneni SrinivasaRao, President, Old Students Association and the sarpanch were invited for the valedictory meeting.

The interested staff members of BCAS, Bapatla and some important elders' form the locality also participated in the valedictory.

Totally the 7 day NSS Special Camp of our BCAS Unit-III Bapatla at Mulapalem laid an indelible impression in hearts of the indwellers of the locality. They appreciated very much the services rendered by our NSS Volunteers. Even our NSS Volunteers felt rather happy that they got a chance to serve the society.

**Annexure – V**  
**Best Practices**

<b>1</b>	Title of the Practice	:	<b>Course in Spoken English</b>
<b>2</b>	Goal	:	<b>To make the students to speak in English</b>
<b>3</b>	The Context	:	<b>Spoken English is essential now a days to get better placement or job. This is essential to communicate once views.</b>
<b>4</b>	The Practice	:	<b>Many classes, seminars were conducted.</b>
<b>5</b>	Evidence of success	:	<b>Students become successful to communicate in English to some extent</b>
<b>6</b>	Problems Encountered and Resources Required	:	<b>Majority of the students are from rural back ground so, it was very difficult to bring them in to stream. More practice is required.</b>
<b>7</b>	Notes (Optional)	:	--

<b>1</b>	Title of the Practice	<b>Certificate course in Oils and fats Certificate course in Water technology</b>
<b>2</b>	Goal	<b>To encourage cottage industry and mineral water plant.</b>
<b>3</b>	The Context	<b>To develop awareness among public about soaps, drinking water.</b>
<b>4</b>	The Practice	<b>Many classes are conducted, practical training with the support of local, private funding agencies.</b>
<b>5</b>	Evidence of success	<b>Students getting jobs in local oil companies and some had started mineral water plants with the financial support from banks.</b>
<b>6</b>	Problems Encountered and Resources Required	<b>This is completely self financed course so some expensive for students.</b>
<b>7</b>	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**  
Re-Accredited Status : **“A”**  
Work Phone : **08643 224066**

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Website : **www.bcasbapatla.ac.in**  
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Mobile : **9985273988**