



**SKR & SKR GOVT. COLLEGE FOR WOMEN, KADAPA.**  
**(AUTONOMOUS)**  
Reaccredited with 'B' Grade by NAAC  
Y.S.R. Kadapa District – 516001, Andhra Pradesh, India.  
Affiliated to Yogi Vemana University



**DVV Clarification for Metric ID 7.1.10**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard:

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff

Kindly provide

- 1) Policy document on code of ethics.
- 2) Proceedings of the monitoring committee.
- 3) Circulars and geo tagged photographs and caption of the activities organized under the metric for teachers, students, administrators and other staffs.
- 4) Document showing Code of Conduct for students, teachers, governing body and administration
- 5) Handbooks, manuals and brochures on human values and professional ethics
- 6) Report on the student attributes facilitated by the Institution
- 7) Web-Link to the relevant documents at HEI website

**Response:**

- 1) Policy document on code of ethics.
- 2) Proceedings of the monitoring committee.
- 3) Circulars and geo tagged photographs and caption of the activities organized under the metric for teachers, students, administrators and other staffs.
- 4) Document showing Code of Conduct for students, teachers, governing body and administration
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- 6) Report on the student attributes facilitated by the Institution
- 7) Web-Link to the relevant documents at HEI website are provided below:

## POLICY DOCUMENT ON CODE OF ETHICS

### 1.The Code of Conduct of Ethics:

SKR & SKR Govt. College for Women, Kadapa (Autonomous) has been implementing code of conduct and it sets several principles, standards and the moral and ethical expectations that employees and students. The code of conduct reviews the institutional mission and values and ties to professional behaviour standards. Code of conduct becomes the benchmark of performance. A code of conduct is a set of rules outlining the norms, rules, responsibilities or proper practices of an individual person in an organization

### Code of Conduct for Students:

A code of conduct is a set of principles, expectations, and/or rules that are given to students and parents to make sure that the expectations that the school has for behaviour are clearly communicated to them.

*“Student codes of conduct are designed to serve both the classroom and the individual. They outline students' rights, ensuring that no student will be penalized or singled out based on anything but a violation of established rules. They also outline students' responsibilities, thus letting individual students know that they need to meet certain standards for their own sake and that of the entire class.”*

- Every student must carry her identity card while being present on the College Premises.
- Every student is expected to maintain the general cleanliness within the classrooms, laboratories and the campus in general.
- Every student will remain answerable to the college authority for her activity and conduct on the College Premises.
- Any act which obstructs teaching, research, administrative activity and other proceedings of the college is strictly prohibited.
- Use of tobacco products or consumption of any other intoxicating products is strictly prohibited.
- Playing cards, spitting and loitering are strictly prohibited inside the college & hostel campus and shall invite severe punishment/disciplinary action.
- Use of Cell phones is strictly prohibited during class hours.
- Attempted or actual theft of and/or damage to property of the College, or property of a member of the College community or other personal or public property, on or off campus will be considered as a punishable act.
- During leisure hours, students are advised to use the library as maximum as possible.

- Students should handle the college properties with care. Damage to the furniture or any other materials may lead to penalty or suspension from the college.
- Indulging ragging, anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostel are strongly prohibited as well as punishable.
- Without the permission of the principal, students are not allowed to circulate any printed materials within the college campus. Latecomers will not be entertained to enter into the classroom.
- A student should maintain at least 75% attendance in the Lectures of every subject and 100% overall performance.
- Students are required to check the Notice Board and also website of the college for important announcements.
- Students are expected to maintain the highest standards of discipline and dignified manner of behaviour inside as well as outside the College campus.
- They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
- A six-day working schedule from Monday to Saturday is followed. Classes are scheduled from 10.00 a.m. to 5.00 p.m.
- All the students are expected to be present in the class well -within time. Late coming will result in loss of attendance for the corresponding hour.
- Students shall rise from their seats when the teacher enters the class room and remain standing till the teacher takes her/his seat or they are allowed by the teacher to sit.
- Strict Silence shall be observed during class hours.
- Teachers shall be greeted appropriately with "Good Morning Sir/Madam" or "Good Afternoon Sir/Madam" and a "Thank you Sir/Madam" when the teacher leaves the class room.
- No student shall enter or leave the class room when the session is on without the permission of the teacher concerned.
- Students having lab sessions in the FN or AN, have to report to the lab in time
- In the events of Student seminars/project presentations etc., it is compulsory that all the students of the concerned class be present for the entire session.
- In an emergency students have to take permission from the class teacher and can attend their purpose.
- No students shall wander or gather in varandah, corridor, and staircase etc.

### **Code of Conduct for Teachers:**

- To create good academic ambience in college premises.
- To prepare Semesters-wise Academic Calendar for the academic year by incorporating APSICHE, CCE and Affiliating YV University calendars.
- To prepare Institutional Curricular plan by involving IQAC TEAM and Incharges of the Departments.
- To monitor regular teaching classes and to maintain discipline in the college.
- To encourage innovative ICT Teaching-Learning practices by using Virtual Classes and Digital Classes.
- To ensure regular Curricular, Co-curricular, Extra-curricular activities in all disciplines.
- Encouraging faculty and students to register and access UGC-INFLIBNET for e-journals and e-books.
- Inspiring the faculty to prepare e-content development and upload in LMS and online education.
- Steering the research and innovation activities in the college.
- Creating Awareness Programmes on Gender Sensitization and Equality.
- Arranging academic seminars/workshops in association with external agencies.
- Reviewing the performance of the students based on CIS and external evaluation.

### **Code of conduct for the Principal**

The chairperson and Principal of SKR&SKR Government Degree College for Women, Kadapa (Autonomous) college being leader has got multifaceted roles to play and responsibilities to shoulder the characteristics of a patron, custodian, supervisor, administrator, adjudicator, protector, inspirer and so on. As the Academic and Administrative Head of the Institution the Principal has to follow certain codes of ethics in his conduct as proclaimed by the University Grants Commission (UGC) in tandem with the guidelines framed by the Ministry of Human Resources Development (MHRD)). To uphold and upkeep the ethics of inclusiveness in terms of imparting quality higher education in the institution.

- To motivate all the teaching fraternity to transform their knowledge and skills to the students by adopting innovating teaching pedagogies and blended teaching tools and techniques and to achieve learning outcomes.

- To protect the collective interest of different sections of the institution so that each and all can perform freely and give their highest for the institution building.
- To institute, nourish and enforce meting equal treatment to all the stakeholders in the College so that there remains no scope of any discriminatory and disparate practice at any level within the stretch of the College.
- To generate and maintain required alertness among all the stakeholders of the college so that the chances of incidents of sexual harassment get ever minimized and ultimately eradicated. (The Sexual Harassment of Women at Workplace: Prevention, Prohibition, and Redressal Act, 2013 will provide the redressal measures of issues related to sexual harassment within the boundary of college campus.)
- To initiate and propagate the spirit of welfare within all the sections of human resources attached directly or indirectly with the college and hence to built mutual confidence among them.
- To maintain and promote academic activities in the College in all possible avenues already explored and thus encourage exploration of newer avenues for further academic pursuit.
- To promote and maintain the practice of extra-curricular activities amongst the students and other human resources of the institution and thus adds to the societal dynamism simile to essence-of-life.
- To promote and maintain harmonious relationships of the College with the adjoining society in order to ensure spontaneous flourish and prosperity of all the students of the institution.
- Submitting information to NAAC- AQARs and SSR, NIRF, AISHE, APSCHE, UGC, CCE, RJDCE, Affiliating Yogi Vemana University etc.

#### **Code of Conduct for Administrative functions**

- CFMS-DDO Functions: To perform the duties of Drawing and Disbursement Officer such as processing of Salary bills, Increment bills, Medical bills, Remuneration bills, Budget bills and Purchases from vendors of college in CFMS (Comprehensive Financial Management System).
- Sanction of Leaves Leave to Teaching and Non-Teaching Staff within the jurisdiction.
- Sanction of Periodical Increments to the Teaching and Non-Teaching Staff.
- Upkeep of Service Registers, Files, Records with the administrative staff.
- Issue of TC and Conduct Certificate to the outgoing students.

- Uploading Budget details in required Proformas.
- Submitting Number statements and Numerical statements.
- Constitution of various Committees for smooth functioning of the college.
- Submitting information to NAAC, NIRF, APSCHE, CCE, UGC, Affiliating YV University etc.

### **Code of Conduct for Financial Functions (Powers)**

- Temporary Advance from GPF: Sanction of Temporary Advance from GPF.
- Reimbursement of the tuition fee.
- To conduct Annual Stock Verification of all Departments, Office and Committees where purchases done and maintained Stock Registers on or before 31st March every year.
- Medical Reimbursement: To process medical reimbursement of staff.
- Budget Allocation: To allot Budget amount to various Departments of the college as per the guidelines issued by the competent authorities concerned.
- Utilization of Special fee/ PD Funds: To sanction expenditure towards purchases made by the beneficiary departments and committees of the Special fee.
- Reconciliation of Expenditure: Monthly reconciliation of all Plan and Non Plan expenditure with Treasury figures.
- Quarterly filing of TDS returns to the Income Tax Department within the stipulated dates.
- Preparation and submission of UGC Plan Proposal for a plan period.

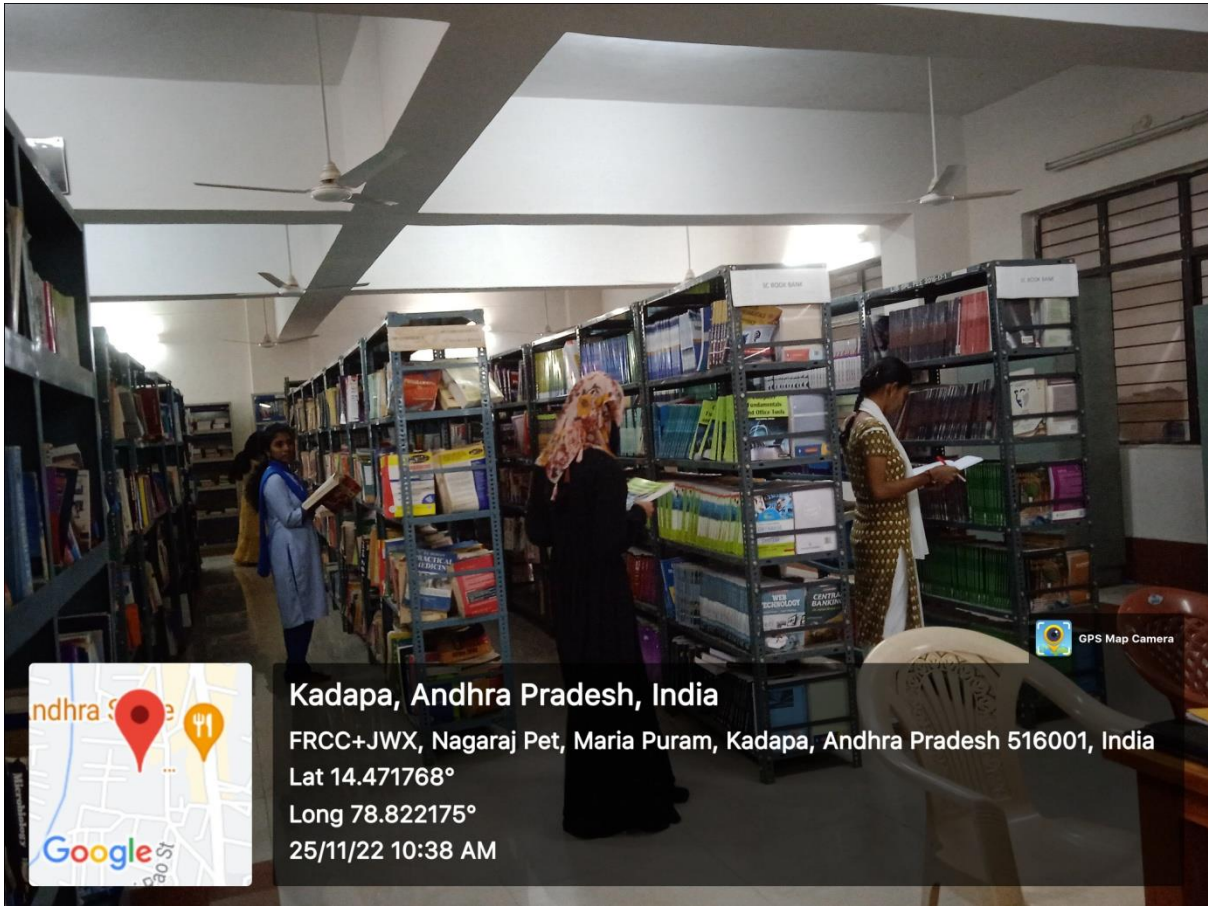
### **“Guest Lecture on Professional Ethics”**

#### **TOPIC: Professional Ethics**

#### **Name of the Resource Person:**

1. Y.Nagendra, M.B.A, P.hD  
S.V.College of Engineering,  
Kadana





Book reference in the library



**No Mobiles entry into the Library**

**Silent Reading in the Library**



**No Mobiles into the practical lab**



## 2. Proceedings of the Monitoring Committee for Adherence to Code of Conduct

The following committees of SKR & SKR Govt. College for women (A), Kadapa college are monitoring the code of Conduct of students, Teachers and administrative staff to bring a congenial atmosphere in the college to reach the goals of the Institution.

Discipline Committee	K.Madan Mohan, Physical Director-Sports. Dr G. Vijaya Lakshmi, Lecturer in Economics, NSS Programme Officer Dr. M. Padmavathi, Lecturer in Physics-NCC CTO.
Anti-Ragging Committee	Dr G. Vijaya Lakshmi, Lecturer in Economics HimaKumari, CL in Chemistry, Dr K. Lalitha, Asst.Professor, Dept.ofPshycology A. VijayaBharathi ,Junior.Asst Nagaraj, Journalist, Saakshi Daily News Paper J. Gowri, III B.com-Chairperson Sri V.Vijaya Rama Raju, Civil Engineer (Private) , Sri P.Prasad, Teacher, M.P.Urdu School, Kamalapuram
Anti-Smoking Committee	Sri V. Sreerama Reddy, Lecturer in Commerce Sri M. veerabhadraiah, Lecturer in Political science Dr K. Nagamuni Reddy, Lectuturer in Chemistry Dr K. Gurumohan Reddy, Lecturer in Economics Dr K.V Prasad, Lecturer in English.
Grievance Redressal Committee	B. Yugavani, Lecturer in Botany L. Sudheera, Lecturer in Chemistry, Academic coordinator Dr. G. Vijaya Lakshmi , Lect.in Economics, NSS Coordinator J. Gowri , III B.Com, Chair Person K. Vasantha, II BA (HEP) Secretary
Student Council (Union)	B. Yugavani, Lecturer in Botany Dr G.Vijaya Lakshmi, Lecturer in Economics Dr. B. Swaroopa, Lecturer in Mathematics Dr. P. Sachi Devi, Lecturer in Zoology M. ManoharBabu,Attender

### 1. College Disciplinary Committee

The meeting of the College Disciplinary committee constituted met in the Principal chamber on 28-06-2021 and resolved following unanimously.

### Vision

To create a safe and motivating environment in our institution and to bring professionalism among students by the inculcation of best practices.

### Mission

1. To have an optimistic approach in imparting discipline among students.
2. To frame rules and regulations to maintain discipline in the college premises.
3. To encourage Good and Healthy Professional Practices.

### The minutes of the Committee

1. To maintain and enforce strict discipline within the college campus.
2. All the students should wear their ID Cards while they are in the campus and their respective class rooms.
3. In case of any violation of dress code or disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.
4. In case of any misbehaviour or violation of the college rules, the ID cards of the students will be kept with the Disciplinary Committee Members till the enquiry is over.
5. To enforce total prohibition of cell phone usage by the students within the college campus. Please note that cell phone is prohibited in the college campus and if a student is found carrying a cell phone, it will be taken away and handed over to the Principal.
6. To monitor the movement of the students in the college and prevent students loitering around in the corridors during the college working hours.
7. To ensure that all the students attend classes without bunking and prevent them from leaving the college early. Please note that no student can leave the college early without prior permission from the concerned authorities.
8. Smoking is strictly prohibited in the college campus and ensures that this is being strictly followed.
9. To ensure that students maintain complete silence in the library.
10. To maintain proper discipline in the college canteen and student waiting room during the college working hours.
11. If any damage is caused to the college property by any student / group of students, the cost of the same will be recovered with a fine from the said student / group of this will be followed by disciplinary action.
12. If any indiscipline is found by any of the students, warn them on the first instance. Take disciplinary action based on the rules and regulations of the committee, if the pattern of misconduct continues.
13. Students who engage in academic misconduct or violate the standards of the college community in other ways may be brought before the College's disciplinary committee.

## **2. Anti-Ragging Committee Minutes**

The College Anti-Ragging Committee members met in the Principal chamber at 04.00 pm on 15th November 2021 and passed the resolutions unanimously.

Agenda:

Composition of Anti Ragging Committee

### **Minutes of the Meeting**

1. Composition of Anti Ragging Committee:

<b>S.N.</b>	<b>Name of the Member</b>	<b>Designation</b>	<b>Contact Number</b>
1.	Dr.P.SubbaLakshumma	Principal-Chairperson	9951461047
2.	Dr.G.VijayaLakshmi Devi	Convener	9441501270
3.	Dr.K.Lalitha	Member	8309276615
4.	Nagaraj, Sakshi Journalist	Member	9059851188
5.	G.P.Ashalatha	Member	9000886357
6.	M.Rupa	Member	6362483201

2. Initially, the Convener welcomed all the members and then the meeting started by taking the items of the agenda.

- An Anti-Ragging committee have been constituted and steps were taken to implement the anti-ragging Programme.
- A Psychologist Dr.K.Lalitha, Associate Professor in Psychology is nominated as member of Anti Ragging Committee and she used to give counselling and guidance to the students
- Students are informed and sensitized on appropriate behaviour in college and hostel premises and warned about the rules and punishments if anyone violates.
- Regarding measures to be taken to further consolidate prevention and prohibition of ragging in the college campus, the College Authority has taken necessary steps in consolidating for prevention and prohibition of ragging through its disciplinary procedures and in the prescribed students code of conduct manuals from the beginning of each academic year.
- In the advertisement for admissions, there should be mentioning about a total ban on ragging in the college and anyone found guilty is liable for appropriate punishment.
- The regulations are displayed in the hostel and college notice boards, and in prominent places.
- Matters relating to complaint – since there is no single matter of complaint either from the student’s sector or from the Members of staff during the session, which reflects a ragging-free campus.
- The meeting ended with vote of thanks to the chair and all the members of the Board.

The Following members were present:

1	Dr G. Vijaya Lakshmi Devi	Convenor
2	Dr.K.Lalitha	Member
3	K.Shalini	Member
4	Nagaraj, Sakshi Journalist	Member
5	G.P.Ashalatha	Member
6	M.Rupa	Member

### 3. ANTI SMOKING COMMITTEE

Minutes of the Meeting of the College Anti-Smoking Committee held on 28-07-2021 in the Principal chamber at 4.00 P.M to discuss on the agenda.

The following members were present:

S.No	Name of the member	Designation
1.	Dr.P.SubbaLakshumma Principal	Chairman
2.	L.Sudheera Vice Principal	Coordinator
3.	V.Sree Rama Reddy Lecturer in Commerce	Co-Coordinator
4.	Dr.V.Sahadeva Reddy Lecturer in Physics	Member
5.	D.WinnieTeja Lecturer in Chemistry	Member
6.	Dr.B.Swaroopa Lecturer in Mathematics	Member
7.	Dr.P.V.Subba Reddy Lecturer in Political Science	Member
8.	J.Gowri II B.Com (C.A)-Chair person	Member
9.	K.Vasantha II B.A HEP-Secretary	Member

The meeting of Anti-Smoking Committee of the college started at 04.00 pm. under the Chairmanship of Dr.P.SubbaLakshumma, Principal and Chairperson. Initially, the Convener welcomed all the members and then the meeting started by taking the items of the agenda.

1. An Anti-Smoking Committee have been constituted for students and staff and steps were taken to implement the Anti-Smoking Programme and to make Tobacco free institution.
2. Committee members are informed to place tobacco free pamphlets, Sticker boards and sign boards in the college premises.
3. A project work on the adverse effects of tobacco and smoking have been implemented in the curriculum.
4. Medical health consultant has been appointed for student counselling and guidance.
5. Special campaigns, rallies on COTPA 2003 and Invited talks/Guest talks to be organized by Health & welfare department and eminent doctors.The meeting ended with vote of thanks to the chair and all the members of the Board.

### 4.GRIEVANCE & REDRESSAL COMMITTEE

As per the Academic regulations the Grievance & Redressal Committee has been formed in the SKR & SKR Govt. College for Women (A), Kadapa under the Presidentship of Principal Dr.P.SubbaLakshumma, M.Com.,M.Phil.,Ph.D., as per the UGC guidelines to redress the grievances of both the staff and the students for the A.Y 2021-2022 and resolved following unanimously...

### **STUDENT GRIEVANCE AND REDRESSAL CELL (SGRC)**

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the Students Council. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/suggestion box of the Grievance Cell at Administrative Block.

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Cell should be constituted for the Redressal of the problems reported by the Students of the College with the following objectives:

#### **Objective:**

- ❖ Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-Teacher relationship etc.
- ❖ Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- ❖ Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- ❖ Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- ❖ To maintain strict confidentiality, if necessary.

#### **Composition of Grievance & Redressal Committee:**

S.No	Name Of The Faculty	Designation
1	Dr.P.SubbaLakshumma, M.Com.,M.Phil.,Ph.D.	Principal
2	B.YugaVani, Lect.in Botany	Convener
3	SmtL.Sudheera , Lect.in Chemistry	Vice Principal
4	Dr. G. Vijaya Lakshmi , Lect.in Economics	NSS Coordinator
5	J. Gowri , III B.Com	Chair Person
6	K. Vasantha, II BA (HEP)	Secretary

#### **Agenda**

1. To discuss academic grievances

2. To discuss administrative grievances
3. To discuss women related issues
4. To discuss examination related issues

### **Minutes**

1. It is resolved that to redress the complaints dropped in complaint box kept in the college besides Principal chamber.
2. To open the complaint box on every Monday and to resolve the issues within 7 days.
3. If the issue is related to eve teasing then with the help of Sakhi teams issues will be resolved.
4. The college women empowerment cell also support in redressing the grievances.
5. Grievances related to Examinations & Evaluation are dealt by Examination cell.

### **5. STUDENT CIRCLE (UNION) COMMITTEE**

As per the Academic regulations, the SKR & SKR Govt. College for Women (A) Student Union Council constituted under the Presidentship of Principal Dr.P.SubbaLakshumma, M.Com.,M.Phil.,Ph.D., and nominated faculty members who are representatives to the Council for the A.Y 2021-2022 and resolved following unanimously.

### OBJECTIVES OF STUDENT CIRCLE(UNION)

- ❖ To develop organizational and Leadership qualities in the students.
- ❖ To generate intellectual, social, cultural environment and discipline in the academic institution for the overall personality development in pursuance or the true meaning of education.
- ❖ The major activities of the Students Union is to provide programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the College.
- ❖ The Students Union seeks to contribute to the development of students' leadership skills and experience, program planning and development, volunteering the other social related activities.
- ❖ The mission of the union is to encourage and promote the values that represent good character in all students and build responsible leaders within student's community.

### Agenda

1. Constitution of Student union committee for the academic year 2021-2022
2. Selection of student Council Chair Person, Student Council Secretary, Student Council Joint Secretary.
3. Student Union activities for the academic year 2021-2022.
4. Any other suggestions.

### Minutes of the meeting

1. Student union committee reconstituted with following faculty for the academic year 2021-2022

### STAFF MEMBERS IN STUDENT UNION COMMITTEE FOR THE ACADEMIC YEAR 2021-2022

S.NO	NAME OF THE FACULTY	DESIGNATION
1	Dr.P.SubbaLakshumma, M.Com.,M.Phil.,P.hD.,	PRINCIPAL &PRESIDENT
2	SmtB.YugaVani,lect, in Botany	VICE PRESIDENT
3	SmtL.Sudheera,Lect. in Chemistry	Vice Principal
4	K.Madan Mohan, Physical Director	Sports Convener
5	Dr.G.Vijaya Lakshmi, Lect. in Economics	NSS Program Officer
6	Dr.M.Padmavathi , Lect. In Physics	NCC CTO
7	SmtD.WinnieTeja, Lect. In Chemistry	Poor Student Fund Convener
8	Dr.M.V.NSudha Rani, C.Lect. in Telugu	Cultural Coordinator
9	M. ManoharBabu	Office Subordinate

2. Selection of the Student Chair Person and Secretary, in the capacity of Nominated Class Representatives to the Council on the basis of procuring the highest marks for the Chair Person

and Secretary from selected groups on roaster basis. For the academic year 2020-2021 Selection as follows-

Student Chair Person- Selected from commerce stream

Name of the student – KumJ.Gowri ,III B.Com

Student Secretary - KumK. Vasantha II B.A HEP

3. Conduction of student union related activities as per academic schedule like Independence Day, Republic Day, Teachers Day College Annual day celebrations and other related activities.

### 3. CIRCULARS



**SKR & SKR GOVT. COLLEGE FOR WOMEN, KADAPA.  
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CIRCULAR

14-8-2022

All the students & staff are requested to attend the 75<sup>th</sup> Independence day celebrations on 15-08-2022 and make it grand success.

*P. Srinivas Babu*

**PRINCIPAL  
SKR & SKR Govt. College  
for Women, KADAPA.  
(Autonomous)**

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75<sup>th</sup>



*Independence day celebrations was conducted on 15<sup>th</sup> August, 2021. Dr P.Subba Lakshumma, Principal hoisted the flag and explained the Importance of Independence day and struggles and sacrifices of National freedom fighters. Smt Yugavani Student Union vicepresident, Dr M.Padmavathi, NCC Coordinator, Dr G.Vijaya Lakshmi devi, NSS Coordinator, all teaching, non teaching staff, NCC Cadets and students participated in this programme.*



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**CIRCULAR**

24-1-2021

All the students & staff are requested to attend the 71<sup>st</sup> Republic day celebrations on 26-01-2021 and make it grand success.

*P. Srinivasa Padma*

**PRINCIPAL  
SKR & SKR Govt. College  
for Women, KADAPA.  
(Autonomous)**

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*72<sup>nd</sup> Republic Day celebrations was celebrated on 26<sup>th</sup> January, 2021. The celebration started with the hoisting of the National Flag by DrP.SubbaLakshumma, Principal and enlightened the importance of the Constitution and its unique features Sovereign, Socialist, Secular, Democratic and Republic.*



*Dr. M. Padmavathi, Lecturer in Physics and NCC CTO conducted Elocution competition on 30.01.2021. Topic “**Sacrifices of Indian Freedom Fighters**” to NCC cadets*



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CIRCULAR

26-11-2021

All the students & staff are requested to attend the Constitution day celebrations on 26-11-2021 to provide awareness to the students.

*P. Subhane Rasthna*

**PRINCIPAL**  
**SKR & SKR Govt. College**  
**for Women, KADAPA.**  
**(Autonomous)**

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*On the Occasion of National Constitutional day an awareness programme was organised by Department of Political Science on 26.11.21. Dr G. Vijaya Lakshmi Devi, Incharge of Department of History explained in detail about the National Constitution Day. All the dept of political staff and students participated in this programme*



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CIRCULAR

31-11-2021

All the students & staff are requested to attend the AIDS day celebrations on 01-12-2021 to provide awareness to the students.

*P. Srinivas Babu*

**PRINCIPAL  
SKR & SKR Govt. College  
for Women, KADAPA.  
(Autonomous)**

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*On the occasion of World Aids day on 01.12.2021, Dr G.Vijaya Lakshmi, NSS Coordinator organised a rally from College to Collectorate office, All NSS Volunteers participated in this programme. Yamini II B.A student sung a prayer song at Collectorate Office meeting. District Legal Services Authority distributed participation certificate.*

#### **7.1.10 Report on the student attributes facilitated by the institution**

SKR&SKR Govt college for women, Kadapa (Autonomous), aims to develop all round development of students, a balance between Syllabi curriculum, co-curricular and extracurricular activities is needed. Cocurricular activities give students an opportunity to develop specific skills and exhibit their non-academic abilities. Extracurricular activities offer them opportunity to work with others in a team and gain essential life skills. Students often serve on various committees, to represent the ideas and concerns of their fellow students with reference to planning programs related to student interests, providing them appropriate forum, hold discussions and helping to build and sustain an amicable meaningful campus environment.

#### **Student attributes facilitated:**

- Knowledge enrichment – is enhanced by trainings, add-on courses, etc. preparation through mock interviews and tests for competitive examinations, extended learning, etc.
- Employability - Placement training, capacity enhancement programmes, career counselling and guidance, lectures on GST, industry visits, etc.

Personality Development – Special lectures, invited talks, SWOC analysis, stress management, time management, CV resume workshops, etc.

- Value addition - Participation in workshops/ seminars/ conferences, group discussions, quiz, etc; and involvement of students in various committees for managing academic and co-curricular activities.
- National values and human values – Celebration of Independence Day, Republic Day, NSS activities and awareness programmes, part of larger

teams that organise these events in the campus and beyond.

- Tolerance and communal harmony – Extension activities, activities in adopted villages, celebration of festivals, NSS activities, etc; monitoring of discipline committee facilitates it.
- Capacity building programs –Life skills: sessions, demonstrations and training on Yoga and meditation, *Surya Namaskar*, Yoga camps, meditation workshops, etc.; soft skills: sessions on personality development, short-term training programs, etc; language and communication skills: workshops, trainings, etc.; ICT skills: virtual classes, training, sessions on cyber related issues, ethical hacking, digitalisation, etc.
- Sensitivity towards society – Social works, blood donation drives, activities during Covid-19 pandemic etc.
- Linguistic – Activities of Departments of Languages – Hindi, Urdu, English bring out an inclusive environment.
- Spiritual and ethical skills – Through Swami Vivekanand Career Cell, events organised on great personalities, etc., curriculum on moral values, research ethics, etc.
- Environment sustainability – Activities for plantation drives, cleanliness drive, reduced use of plastic and polythene, etc
- Cultural – Students participated in cultural programs
- Motivation for academic efforts by scholarships and free ships given to meritorious students, post-matric scholarship etc.

Through all these extracurricular activities, students develop skills related to their career path and success in future jobs.