Administration & Human Resource:

• The progress of the institution depends on the administrative strength and participation of human resource in various institutional activities, it is therefore necessary for the GB to know what initiatives the various administrative wings are taking.

• Principal's performance and institution's performance is judged through the presentation by the Principal in GB highlighting various achievements in the quarter and action taken on the discussions that had happened in the previous GB meeting.

• The GB is responsible for the proper administrative functioning in the institution and approving the employment policy in line with the recommending agencies.

• The GB is responsible to approve the cadre pattern, incentive policies and related matters on the basis of the requirements projected by the institution

• The GB is responsible to approve intake enhancement, starting of new programs and reduction in intake / closure of program(s).

• Internal grievance and disciplinary committees are set up to take care of any complaints.

• To instill academic accountability among faculty and staff is important from administration point of view and GB is responsible to do so through constant interaction with them

• Implementation of performance based incentives and fine-tuning of authorities& responsibilities at various levels.

• Accountability and financial sustainability is planned through the departmental budgeting procedures committed.

• Sustainability is incomplete without "Sustainability and Respect for Gender", keeping this mind, equal opportunity is given to female employees and students in various positions and activities.

Human resource planning

• The principal shall assess in the month of April every year, the staff requirement for the subsequent academic year.

• He/She will obtain the staff requirement lists from all the Heads of department and arrive at the number of faculty members, Lab assistants and administrative staff required with the following guidelines in mind.

• He/She will consider appointing a professor to be the Head of every discipline, besides the number of Assistant Professors and Lectures required in accordance with the teacher student ratio prescribed herein.

• The teacher student ratio shall be 1:30 and for this purpose the Principal shall also be included in counting the number of teachers.

• He/She will appoint a selection Committee for recruitment in each discipline, composed of the Principal, HOD, and the Department's Advisors/Experts from the neighboring institutions.

I.T Infrastructure

The policy covers upgrading/maintaining the following domains each of which has its own structured policy:

GENERAL INFRASTRUCTURE :

The principal and office superintendents are directly responsible for the upkeep of the IT infrastructure on campus.

IT INFRASTRUCTURE:

Wi-FI enabled campus,upgraded computer laboratories,ITC enabled class rooms, smart class rooms, enterprise resource planning, computers provide in departments, office, controller of examinations, browsing centers and library.

DISABLED FRIENDLY – E-learning resources to assist visually challenged student are made available.
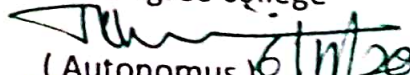
COMPUTERS

MAINTENANCE OF COMPUTERS:

- All computers are maintained by two system engineers.
- Computer networks in the campus, both LAN and WAN,
- Are provided through optic fiber cables using round ring technology.
- The internet service provide of the college is NET PLUS the service is through a leased line with 100 MBPS speed.

UTILIZATION OF COMPUTERS:

The student – computer ratio is 1:1 for computer based course

PRINCIPAL

SRI A.S.N.M. Degree college

(Autonomus)

PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (-
PALAKOL-534 260, W.G.DIST.

SRI A.S.N.M. GOVT COLLEGE (A), PALAKOL, WEST GODAVARI DISTRICT, ANDHRA PRADESH

POLICY DOCUMENT ON GREEN CAMPUS INITIATIVES:

GREEN CAMPUS INITIATIVES INCLUDE

The institutional initiatives for greening the campus are as follows:

- ➢ Restricted entry of automobiles
- ➢ Use of bicycles
- ➢ Pedestrian Friendly pathways
- ➢ Ban on use of Plastic
- ➢ Landscaping with trees and plant

Sri ASNM GOVT (A) college, palakol, one of the best Autonomous college in Andhra Pradesh, has always taken a green agenda. Despite being primarily a science and Arts institution, It has shown remarkable awareness in maintaining an eco-friendly campus. On visiting the Campus, one can experience the aesthetic and elegant buildings, splendid lawns, spacious Sports grounds and lush green environment conducive for teaching-learning process.

INSTITUTIONAL INITIATIVES:

1) RESTRICTED ENTRY OF AUTOMOBILES :

The institute encourages the staff and students to use the public transport instead of their own vehicles for safety, security, fuel conservation and to reduce environmental pollution. The vehicles owned by Faculty or students with pollution check stickers are permitted into the campus. Random checks are made to check the validation and periodicity of this certificate. For two wheelers or four Wheelers, security measures are mandatory.

2) USE OF BICYCLES :

The students staying nearby college are using bicycle to go home from college and vice Versa. Students and staff coming from nearby villages also prefer bicycle as a mode of transport for attending the college. It is environment friendly and prevents pollution.

3) PEDESTRIAN FRIENDLY PATHWAYS :

Vehicle parking space is provided at the main entrance of the college campus. As the campus is vehicle free with some exceptions, students and staff experience comfort walking through the pedestrian friendly pathways. The internal roads are lined with trees and they are properly maintained by the campus maintenance committee.

4) BAN ON USE OF PLASTIC :

Single-use plastic items such as plastic bottles, bags, spoons, straws and cups are banned completely and awareness is created among staff and students through orientation and display boards in the premises. To restrict the use of plastic, measures have been taken to replace plastic tea cups and glasses in the campus. The staff and students are informed to use steel or copper water bottles instead of plastic bottles.

5) LANDSCAPING WITH TREES AND PLANTS :

Landscaping of the college is worth seeing and reflects aesthetic sense. The institute has a Canopy of trees and plants to make the environment pollution free to safeguard the health of all the inmates. The lawns and the trees provide shade and beautiful ambience. Utmost care is taken to develop and maintain green landscaping by trained gardeners and supervisor. The Construction, maintenance and beautification committee constituted in the college looks after the development and maintenance of the greenery in the campus.

The institute authorities are taking initiatives to make the campus paperless. Internal Communication in the campus, through e-mail or e-messages, is driving towards paperless Office. Electronic gadgets are preferred to transfer and store the official data and Information. Library and examination sections are equipped with efficient software. Sri ASNM govt (A) College Academic Management System, the college academic management System and MOODLE, Digital class rooms and E-classrooms and the Learning Management System are used for academic activity in the Campus.

27/9/2022

PRINCIPAL
SRI A.S.N.M. GOVT COLLEGE (A)
PALAKOL-5?

SRI A.S.N.M. GOVT COLLEGE (A),
PALAKOL, W.G.DT-534260.
7.1.7   POLICY DOCUMENT   FOR DIVYANGJAN
01-06-2020 TO 31-12-2021

The College provides necessary facilities to persons   with Disabilities On campus.

The following Policies and Measures are taken up by the institution.

1. Infrastructural facilities : Ramps, hand rails, wheel chair make the campus friendly for disabled.

2. Special guidance and counselling   will be provided.

3. Visually challenged candidates are totally exempted from the payment of examination fees.

4. A Scribe will be arranged for every visually challenged candidate to write the answers dictated by the candidate.

5. The Chief Superintendent of the examination will appoint the scribe.

6. The staff member may also be appointed as a scribe, but he should not belong to the same subject.

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