Commissionerate of Collegiate Education, A.P
Academic Audit of Degree Colleges
Format for submission of Academic Advisors Report (AAR)

Zone : I   **District : Visakhapatnam**

	COLLEGE PROFILE			
1	Name of the College, URL of Website, email and Phone number	S.V.L.N.S Government Degree College, Bheemunipatnam, www.svlnsgdc.com,		
2	Name of the Principal, email & Mobile Number	Dr. T. Glory Daya Kumari, williams_glory@yahoo.com, 9440420027		
3	Name of the Vice-Principal, email & Mobile Number	Smt. Ch. Naga Pushpa Vally, nagapushpavallychappidi@gmail.com, 9908669592		
4	Name of the IQAC Coordinator, email & Mobile Number	Sri. M. Rajeswara Rao, rajumankala@gmail.com, 9441464109		
5	Year of Establishment & details of land available if any	1984 & 10 Acres		
6	Affiliating University	Andhra University		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	NAAC 'B' Grade with 2nd Cycle, 2016, & 2.13		
8	UGC Recognition (2f & 12 B)	Yes		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	10.00 AM to 05.00 PM		
10	No. of Posts Sanctioned:	Regular Working:	Contract Working:	Guest Working:
11	Course wise & year wise Students strength particulars (Proforma	12	1	3

I-CURRICULAR ASPECTS

	Item	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
12	Implementation of Annual Institutional Plan	A	Yes, Implementing	
13	Departmental Annual Curricular Plans	A	Yes, Implementing Semester Plan	
14	Whether the above two circulated among Students?	B	Yes, circulated among the students	

15	College Activity Register 2017-18	A	Yes, maintained	It is suggested to maintain photograph album for college activities
16	College Calendar/College Magazine	B	Yes, AU Academic Calendar is followed	
17	Add-on Courses (Department-wise) completed during 2016-17	**C**	Nil	Record of exam is to be maintained
18	Add-on Courses (Department-wise) in 2017-18	C	Nil	
19	Coverage of Syllabus (Average Percentage)	A	100%	
20	Teaching of Value added courses (HVPE & Foundation Courses)	A (TISS)	Yes, done	
21	No. of New UG & PG Courses introduced in 2017-18	C	Nil	To introduce new PG Course
22	Maintenance of Student Attendance Registers	A	Yes	
23	Whether feedback on curriculum was obtained from stake holders and analysed	A	Yes	

II-TEACHING, LEARNING & EVALUATION

24	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2017-18	--	35 marks, 90 and 10	
25	Social-economic status of students enroled(Group wise and Year wise) in 2017-18	--	List Enclosed	
26	Demand Ratio (Group wise)	--	B.Sc (M.P.C): 1:2, B. Com(Gen): 1:2, B.A: 1:1, B.Sc (C.B.Z) :1:1	
27	Percentage of differently abled students (Divyangjan) on roll	--	0.80%	
28	Percentage of full time teachers against sanctioned posts in 2017-18	A	80%	
29	Student - Full time teacher ratio	A	20:01	
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	232 days	232 Days	
31	Teaching Diaries & Teaching Plans in Prescribed Formats	A	Yes, maintaining	

32	Use of ICT in teaching and learning	B	Yes, ICT tools are used	
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	B	75%	
34	Co-Curricular Activities (College level)	B	Yes, Conducted	
35	Seminars/conferences/workshops organised in 2017-18	C	Nil	Conduct seminars at National / State / College Level
36	Academic Competitions (College Level & Above)	---	Yes, conducted	
37	Conduct of Internal Examinations-Internal assessment	A	Yes, done	
38	Teacher wise result analysis (MARCH/APRIL -2017 & SEP/OCT/NOV- 2017)	A	Mar/Apr - 2017 Done, Result Analysis document attached,	
39	Pass percentage of students (Group wise) in 2017-18	A	Done, attached	
40	Percentage of students undertaking field projects / internships	B	70%	
41	Remedial Classes	A	Yes, conducted	
42	Conduct of Bridge course	A	Yes, conducted	
43	Feed back on Teachers by Students and its analysis	A	Yes, feedback done	
44	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A	Yes, online	
III-RESEARCH, INNOVATIONS AND EXTENSION				
45	Is the College a Recognized Research Centre	C	No	
46	No. of Research Guides in the College	C	Nil	
47	No. of Research Scholars working for M.Phil & Ph. D	C	Nil	
48	Major/Minor/Other Research Projects	C	Nil	
49	Research Papers Published in 2017-18 (International/ National)	B	Dr. B. Hari Prasad, Lecturer in Commerce - 2 Dr. G. Naga Lakshmamma , Lecturer in English - 3	

50	Papers Presented in 2017-18 (International/ National/ State)	B	Dr. B. Hari Prasad, lecturer in Commerce -3	
51	Books Published in 2017-18 (Single Author/ Co Author)	C	Nil	Recommended for publication of books
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	C	Nil	Conduct seminars at National / State / College Level
53	Record of Consultancy in 2017-18	C	Nil	
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of	C	No	
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	C	Nil	
56	Record of MoUs in 2017-18	B	Tata Institute of Social Science, Mumbai	
57	Record of Subject/Department Related Extension Activities	B	Yes, maintained	
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A	Yes,	
59	Number of extension programmes conducted in colloboration with Community/NGOs thriugh NSS/NCC/Red Cross/YRC etc.,	A	Yes, 2 Special Camp & 5 Mega camps programme at A.U	
60	Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue, etc	A	100	
61	Number of awards and recognition received for extension activities from Government/ recognised bodies	B	2	
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
62	Number of Class rooms, Labs and computing equipment	A	12	Full fledged Botany & Zoology labs to be established
63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	B	Available, P.D post, vacant	

64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	B	1(MANA TV Hall), CommerceComputer lLab and JKC Lab	
65	Budget allocated for infrastructure augmentation	C	Nil	
66	Library is automated using Integrated Library Management System	C	Yes,	No Librarian , not functioning
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	C	No	
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	C	No	
69	Expenditure for purchase of books and journals in 2017-18	A	43000/-	
70	Percentage per day usage of library by teachers and students	C	Nil	Library utilization to be improved
71	Student-Computer ratio	B	30:1	
72	Wifi in the campus	B	Yes	
73	Updation of IT facilties	B	Done every year	
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	B	No	
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	B	Yes	Posts of Librarian and P.D are vacant

V-STUDENT SUPPORT AND PROGRESSION

76	Average percentage of students benefited by scholarships by the Government in 2017-18	A	100%	
77	Average percentage of students benefited by scholarships by the Instituition in 2017-18	C	Nil	

78	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	C	Nil	
79	Average percentage of placement of outgoing students in 2017-18	A	25 %	
80	Student grievances redressal mechanism	A	Maintained	
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	A	Yes, conducted	
82	Percentage of student progression to higher education	A	36%	
83	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	C	Nil	
84	Number of awards/medals for outstanding performance in sports/cultural activities	B	4 ,youthfestival conducted at University level	
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A	Yes	
86	Records of significant achievements in Sports & Games	C	Nil	
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A	3	
88	Alumni contribution in 2017-18 (In Rs)	C	Nil	
89	Number of Alumni Association /Chapters meetings held in 2017-18	C	Nil	
90	Maintenance of JKC facilities & records	B	Yes, maintained	17 old computers are not working
91	Record of Student trained and placed in JKC	A	out of 45 trained students , 10 were selected	
92	Record of Anti Ragging cell	A	Yes, maintained	
93	Maintenance of drinking water	A	Yes, maintained	

94	Maintenance of sanitation	B	Yes	More toilets required
	VI-GOVERNANCE AND LEADERSHIP			
97	Staff Council Register	A	Yes	
98	Functioning of Committees in Administration (Minutes of meetings)	A	Yes	
99	Awards/Achievements	C	Nil	
100	Use of ICT in Governance	B	Yes	
101	Perspective/Strategic plan and deployment documents	B	Yes	
102	Organizational structure of the Institution	A	Yes, maintained	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support,	B	Yes, maintained	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	C	Nil	
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	C	Nil	
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18	C	9%	
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	C	1	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	C	Nil	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	B	5	
110	Participation in NIRF-2017	A	Yes	
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A	Yes, maintained and copy of AQAR attached	

VII-INSTITUTIONAL VALUES AND BEST PRACTICES

112	Percentage of power requirement of the Institution met by the renewable energy sources	B	Solar panels under RUSA to be installed	To be installed
113	Waste Management steps taken	A	Yes	
114	Rain water harvesting structures and utilization in the campus	A	Yes, Two soakage pits maintained near college gate	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc..)	A	Yes	
116	Green Practices(plastic free campus, green landscaping etc.,)	A	Yes, plastic free campus	
117	Record of best/innovative practices by the institution	A	Yes, Record maintained	
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal)	A	Yes, maintained	
119	The number of classes(per week) taken by the Principal	A	5 classes per week	
120	Research projects/Publications/ study material developed in 2017-18 by the Principal	A	Dr. B. Hari Prasad, Lecturer in Commerce - 2 Dr. G. Naga Lakshmamma , Lecturer in English - 3	

College Grading - B

Signature of the Vice-Principal	
	Signatures of Academic Advisors
Signature of the Principal	1
Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.	2