

Government of Andhra Pradesh
Commissionerate of Collegiate Education
Academic & Administrative Audit of Degree Colleges (2018-19)
Format - III for submission of Academic Advisors Report (AAR)

Zone : II

District : West Godavari District

COLLEGE PROFILE

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|----|--|---|-------------------|----------------|
| 1 | Name of the College, URL of Website, email and Phone number | S.V.K.P & Dr.K.S. Raju Arts & Science College, Penugonda, www.svkpandksrajucollege.org.in, svkp_penugonda@rediffmail.com, 08819-246126 | | |
| 2 | Name of the Principal, email & Mobile Number | Dr.Y.V.V. Appa Rao, M.Sc., Ph.D., yvvarao@gmail.com, 970444889 | | |
| 3 | Name of the Vice-Principal, email & Mobile Number | --- | | |
| 4 | Name of the IQAC Coordinator, email & Mobile Number | Sri K. Sasi Kumar, M.A., M.Phil., svkpiqac@gmail.com, 9440116867 | | |
| 5 | Year of Establishment & details of land available if any | 1974 & 11.45 Acres (Own land) | | |
| 6 | Affiliating University & AISHE CODE: | Adikavi Nannaya University, Rajamahendravaram & C-23836 | | |
| 7 | NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited) | Grade 'A' , 3rd Cycle, 2017, 3.07 | | |
| 8 | UGC Recognition (2f & 12 B) | 2f & 12B | | |
| 9 | College Working Hours(if shift system mention details of both shifts & give reasons for shift system) | 9.30 AM to 4.30 PM | | |
| 10 | No. of Posts Sanctioned: 37 (Aided Lecturers) | Regular Working : 06 Unaided Working UG:32, PG: 19 | Contract Working: | Guest Working: |
| 11 | Course wise & year wise Students strength particulars (Proforma enclosed) | Enclosed | | |
| 12 | Current Year Admissions Abstract | Enclosed | | |
| 13 | List of Programmes and Courses with Codes | Enclosed | | |

I-CURRICULAR ASPECTS

| | Item | Impression of Academic Advisor along with grade | | Recommendation/Suggestions by Academic Advisors |
|----|---|---|--------------|---|
| | | Grade | Impression | |
| 14 | Implementation of Annual Institutional Plan | A | Good | |
| 15 | Departmental Annual Curricular Plans | A | Good | |
| 16 | Whether the above two circulated among Students? | A | Good | |
| 17 | College Activity Register 2018-19 | A | Good | |
| 18 | College Calendar/College Magazine | B | Satisfactory | Advised to launch college magazine |
| 19 | Add-on Courses (Department-wise) completed during 2017-18 | A | Good | Advised to take UGC assistance |
| 20 | Add-on Courses (Department-wise) in 2018-19 | A | Good | |
| 21 | Coverage of Syllabus (Average Percentage) | A | Good | |
| 22 | Teaching of Value added courses (HVPE & Foundation Courses) | A | Good | Advised to launch a certificate course on Gandhian Values - Common for all students |
| 23 | No. of New UG & PG Courses introduced in 2018-19 | C | Poor | Advised to introduce courses on Aquaculture |
| 24 | Maintenance of Student Attendance Registers | A | Good | |
| 25 | Whether feedback on curriculum was obtained from stake holders and analysed | A | Good | |

II-TEACHING, LEARNING & EVALUATION

| | | | | |
|----|---|---|------|--|
| 26 | Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19 | A | Good | |
| 27 | Social-economic status of students enroled(Group wise and Year wise) in 2018-19 | A | Good | |
| 28 | Demand Ratio (Group wise) | A | Good | |

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|----|---|---|--------------|--|
| 29 | Percentage of differently abled students (Divyangjan) on roll | A | Good | |
| 30 | Percentage of full time teachers against sanctioned posts in 2018-19 | A | Good | |
| 31 | Student - Full time teacher ratio | A | Good | |
| 32 | Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2018-19 | B | Satisfactory | Results are declared by University for affiliated colleges |
| 33 | Teaching Diaries & Teaching Plans in Prescribed Formats | A | Good | |
| 34 | Use of ICT in teaching and learning | A | Good | |
| 35 | Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. | A | Good | |
| 36 | Co-Curricular Activities (College level) | A | Good | |
| 37 | Seminars/conferences/workshops organised in 2018-19 | A | Good | Advised to organise more events every year |
| 38 | Academic Competitions (College Level & Above) | A | Good | |
| 39 | Conduct of Internal Examinations-Internal assessment | A | Good | |
| 40 | Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018) | A | Good | |
| 41 | Pass percentage of students (Group wise) in 2018-19 | A | Good | |
| 42 | Percentage of students undertaking field projects / internships | B | Satisfactory | Advised to take up more field projects |
| 43 | Remedial Classes | A | Good | Advised to follow CCE formats |
| 44 | Conduct of Bridge course | A | Good | |
| 45 | Feed back on Teachers by Students and its analysis | A | Good | |

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|--|---|---|--------------|--|
| 46 | Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis | A | Good | |
| III-RESEARCH, INNOVATIONS AND EXTENSION | | | | |
| 47 | Is the College a Recognized Research Centre | | | Affiliating University is not according permission - efforts are put |
| 48 | No. of Research Guides in the College | B | Satisfactory | Facing problem with University which is not according permission |
| 49 | No. of Research Scholars working for M.Phil & Ph. D | B | Satisfactory | Advised to encourage more |
| 50 | Major/Minor/Other Research Projects | C | Poor | Advised to apply |
| 51 | Research Papers Published in 2018-19 (International/ National) | B | Satisfactory | Advised to publish more |
| 52 | Papers Presented in 2018-19 (International/National/State) | B | Satisfactory | Advised to publish more |
| 53 | Books Published in 2018-19 (Single Author/ Co Author) | C | Poor | Faculty advised to Publish books |
| 54 | Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State) | A | Good | Advised to organise more |
| 55 | Record of Consultancy in 2018-19 | A | Good | --- |
| 56 | Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge | B | Satisfactory | Efforts are initiated but advised to create system |
| 57 | Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices | C | Poor | Advised to conduct at least one on IPR |
| 58 | Record of MoUs in 2018-19 | B | Satisfactory | Advised to taken MOU's for all departments |
| 59 | Record of Subject/Department Related Extension Activities | A | Good | |

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| 60 | Number of extension programmes conducted in the neighbourhood community to sensitize the students | A | Good | |
| 61 | Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc., | A | Good | |
| 62 | 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 | Good | |
| 63 | Number of awards and recognition received for extension activities from Government/ recognised bodies | A | Good | |

IV-INFRASTRUCTURE AND LEARNING RESOURCES

| | | | | |
|----|---|---|--------------|--|
| 64 | Number of Class rooms, Labs and computing equipment | A | Good | |
| 65 | Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities | A | Good | |
| 66 | classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc. | A | Good | |
| 67 | Budget allocated for infrastructure augmentation | A | Good | |
| 68 | Library is automated using Integrated Library Management System | A | Good | |
| 69 | Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment | B | Satisfactory | Advised to preserve rare writings |
| 70 | Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases | B | Satisfactory | Advised to tie up with Shodhganga etc. |
| 71 | Expenditure for purchase of books and journals in 2017-18 | A | Good | |
| 72 | Percentage per day usage of library by teachers and students | A | Good | |
| 73 | Student-Computer ratio | A | Good | |
| 74 | Wifi in the campus | A | Good | |

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|--|---|---|--------------|--|
| 75 | Updation of IT facilities | A | Good | |
| 76 | Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component | A | Good | |
| 77 | Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc | A | Good | |
| V-STUDENT SUPPORT AND PROGRESSION | | | | |
| 78 | Average percentage of students benefited by scholarships by the Government in 2017-18 | A | Good | |
| 79 | Average percentage of students benefited by scholarships by the Institution in 2017-18 | A | Good | |
| 80 | Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18 | A | Good | |
| 81 | Average percentage of placement of outgoing students in 2017-18 | A | Good | |
| 82 | Student grievances redressal mechanism | A | Good | |
| 83 | Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,) | A | Good | |
| 84 | Percentage of student progression to higher education | A | Good | |
| 85 | Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.,) | C | Poor | Advised to encourage more students to appear for services exams. |
| 86 | Number of awards/medals for outstanding performance in sports/cultural activities | B | Satisfactory | Advised to target more |
| 87 | Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution | B | Satisfactory | Advised to establish student council |


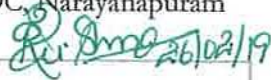
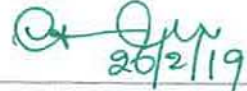
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|-------------------------------------|--|---|--------------|--|
| 88 | Records of significant achievements in Sports & Games | A | Good | |
| 89 | Number of sports and cultural activities / competitions organised in the Institution in 2017-18 | A | Good | |
| 90 | Alumni contribution in 2017-18 (In Rs) | A | Good | |
| 91 | Number of Alumni Association / Chapters meetings held in 2017-18 | A | Good | |
| 92 | Maintenance of JKC facilities & records | | | Not applicable to Aided Colleges which are given JKC |
| 93 | Record of Student trained and placed in JKC | A | Good | |
| 94 | Record of Anti Ragging cell | A | Good | |
| 95 | Maintenance of drinking water | A | Good | |
| 96 | Maintenance of sanitation | A | Good | |
| VI-GOVERNANCE AND LEADERSHIP | | | | |
| 97 | Staff Council Register | A | Good | |
| 98 | Functioning of Committees in Administration (Minutes of meetings) | A | Good | |
| 99 | Awards/Achievements | B | Satisfactory | |
| 100 | Use of ICT in Governance | B | Satisfactory | Advised to use more ICT |
| 101 | Perspective/Strategic plan and deployment documents | A | Good | |
| 102 | Organizational structure of the Institution | A | Good | |
| 103 | Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination | A | Good | |

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|-----|---|---|--------------|---|
| 104 | Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18 | A | Good | |
| 105 | Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18 | A | Good | |
| 106 | Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18 | B | Satisfactory | Advised to encourage more faculty to attend |
| 107 | Orientation Program, Refresher Course, Short Term Courses attended by the faculty | B | Satisfactory | Advised to increase the number |
| 108 | Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18 | A | Good | |
| 109 | Average number of quality initiatives by IQAC for promoting quality culture per year | A | Good | |
| 110 | Participation in NIRF-2017 | B | Satisfactory | Advised to target better rank |
| 111 | IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc) | A | Good | |

VII-INSTITUTIONAL VALUES AND BEST PRACTICES

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|-----|--|---|--------------|---------------------------------------|
| 112 | Percentage of power requirement of the Institution met by the renewable energy sources | B | Satisfactory | Advised to establish more solar units |
| 113 | Waste Management steps taken | B | Satisfactory | |
| 114 | Rain water harvesting structures and utilization in the campus | A | Good | |
| 115 | Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.) | A | Good | |
| 116 | Green Practices(plastic free campus, green landscaping etc.) | A | Good | |
| 117 | Record of best/innovative practices by the institution | A | Good | |

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| 118 | College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website | A | Good | |
| 119 | The number of classes(per week) taken by the Principal | A | Good | |
| 120 | Research projects/Publications/ study material developed in 2017-18 by the College | B | Satisfactory | Advised to apply for Research Projects |
| College Grading - A ✓ | | | | |

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| Name & Signature of the Principal with date Dr.Y.V.V. Appa Rao | | Signatures of Academic Advisors | |
| <p style="text-align: center;">  PRINCIPAL 26/2/19 S.V.K.P. & Dr. K.S. RAJU ARTS & SCIENCE COLLEGE PENUGONDA - 534 320, W.G. Dt. A.P. </p> | | 1. Y.RADHA KRISHNA, Lecturer in Commerce,GDC, Narayanapuram | |
| Name & Signature of the Vice-Principal with date K.SASI KUMAR. S. 25-02-2019. | | <p style="text-align: right;">  26/2/19. </p> | |
| | | 2. T.Akki Raju, Lec.in English,GDC, Bhimavaram | |
| | | <p style="text-align: right;">  26/2/19 </p> | |

Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.

