

Commissionerate of Collegiate Education, A.P
Academic & Administrative Audit of Degree Colleges

ATR on AAR 2018

Zone : II District : East Godavari

COLLEGE PROFILE

1	Name of the College, URL of Website, email and Phone number	Government Autonomous College, Rajamahendravaram, www.gcrjy.ac.in, gcrjy.1853@gmail.com, 0883-2475732		
2	Name of the Principal, email & Mobile Number	Dr. R. David Kumar Swamy, academiccellgcrjy2015@gmail.com, 9948121713		
3	Name of the Vice-Principal, email & Mobile Number	K. Anjanyulu, academiccellgcrjy2015@gmail.com, 9703897999		
4	Name of the IQAC Coordinator, email & Mobile Number	Dr. A. Alimelu Annapurna, iqacgcrjy@gmail.com		
5	Year of Establishment & details of land available if any	1853, 46 acres		
6	Affiliating University & AISHE CODE:	Adhikavi Nannayya University, C-24448		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	III - Cycle - Work in Progress (70% complete)		
8	UGC Recognition (2f & 12 B)	yes, 2f & 12 B recogniozed		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	10 am to 5 pm		
10	No. of Posts Sanctioned:	Regular Working: 131	Contract Working: 29	Guest Working: 56
11	Course wise & year wise Students strength particulars (Proforma enclosed)	enclosed		

I-CURRICULAR ASPECTS

	Item	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors	ATR
		Grade	Impression		
12	Implementation of Annual Institutional Plan	A	Prepared from the departmental plans and consolidated	—	
13	Departmental Annual Curricular Plans	A	prepared by involving students in the beginning of the academic year	—	
14	Whether the above two circulated among Students?	A	provided manual copies to students	—	
15	College Activity Register 2017-18	A	It is being maintained by IQAC and updated periodically	—	
16	College Calendar/College Magazine	A	College publishes annual calendar and magazines	—	
17	Add-on Courses (Department-wise) completed during 2016-17	C	No add on course was conducted during the current year	—	
18	Add-on Courses (Department-wise) in 2017-18	C	The college is making efforts towards offering add-on courses from the next academic year	It is recommended to explore possibilities for the conduct of add on courses annually	At present the college is runing 18 certificate courses which creates self employment. However, the initiatives are in process to tap the UGC prescribed Add-on courses
19	Coverage of Syllabus (Average Percentage)	A	An average 90-95% of syllabi covered for the even semesters	—	
20	Teaching of Value added courses (HVPE & Foundation Courses)	A	Trained faculty are engaged in handling foundation courses	—	
21	No. of New UG & PG Courses introduced in 2017-18	A	UG COURSESL 07 courses introduced- Two courses in B.Sc: Agrochemistrym Food Chemistry, Actuarial Science and Econometrics: Two courses in B.Com (Financial services, Computers (TM) and GGC re-started from 2017-18	—	
22	Maintenance of Student Attendance Registers	A	iAMS is in force for attendance. All the faculty are monitoring student attendance using iAMS mobile app. Its is complemented by manual attendance register system	—	

23	Whether feedback on curriculum was obtained from stake holders and analysed	A	Feedback form parents, alumni and students were obtained and analyzed.	—	
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	A	Details tabulated in Annexure - I	—	
25	Social-economic status of students enroled(Group wise and Year wise) in 2017-18	A	Details furnished as Annexure II	—	
26	Demand Ratio (Group wise)	A	Data furnished in Annexure III	—	
27	Percentage of differently abled students (Divyangjan) on roll	A	There are 13 differently abled students against a total of 3600 students pursuing UG and PG courses in the college	—	
28	Percentage of full time teachers against sanctioned posts in 2017-18	A	The present fulltime teachers constitute about 87% (131) of the sanctioned posts of 151 in number.	—	
29	Student - Full time teacher ratio	A	28:1 ratio	—	
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	A	23 days	—	
31	Teaching Diaries & Teaching Plans in Prescribed Formats	A	All faculty prepared diaries and plans in CCE prescribed formats and updated periodically	—	
32	Use of ICT in teaching and learning	A	The ICT machinery is well deployed in the college with 03 e - class rooms and 05 virtual class rooms for effective transaction of teaching learning business.	—	
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	A	All major departmental actively involves in LMS by developing e-content. The process is underway at present. E- learning is being promoted by various departments such as Physics and Commerce and Chemistry	—	
34	Co-Curricular Activities (College level)	A	The College organized 26 guest lectures, consumer right awareness campaign during 2017-18. All departments organized quiz competitions, essay writing and other co-curricular activities besides usual assignment and group discussion activities.	—	
35	Seminars/conferences/workshops organised in 2017-18	A	1.International Conference 01 on Renewable energy and education was conducted during 08-10 February 2018.2) A National workshop was organized in January 2018 on Bioenergy : waste to Energy.3. A national level workshop on Practical entrepreneurship with real time entrepreneurs was organized on 14 March 2018. 4) Space week was observed in the college under the aegis of ISRO, Bengaluru in September 2017.	—	


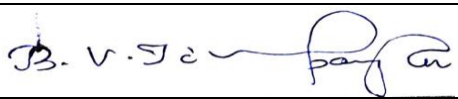
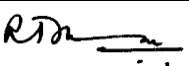
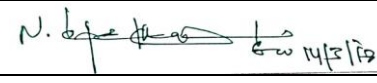
36	Academic Competitions (College Level & Above)	A	1 A open day was conducted by all departments on 28 February 2018. 2. The dept.of Telugu conducted essay writing and elocution competitions commemorating Gidugu Ramamurthy Jayanthi on 29 August 2017. 4. The dept.of Political Science organized college level essay writing and debate competitions during January 9-10, 2018 as a part of National voters day celebrations.5. The Consumer club of the college conducted essay writing competitions on 22 Dec 2017 on the eve of observation of Consumers day. 6. The WEC of the college conducted poster painting, essay writing and music competitions on the eve of International Womens day 8 March 2018.	—	
37	Conduct of Internal Examinations-Internal assessment	A	Under CIA, two internal examinations are conducted in each semester besides regular assignments, quiz on subjects and group discussions. Also many department fortified CIA through student projects and slip tests.	—	
38	Teacher wise result analysis (MARCH/APRIL -2017 & SEP/OCT/NOV- 2017)	A	About 20% faculty registered cent percent result and 80- 99% result was produced by 50% of the staff. The remaining The rest of faculty are within the bracket of 40-79% percentage.	—	
39	Pass percentage of students (Group wise) in 2017-18	A	The details of pass percentage was provided in Annexure enclosed V for odd semesters of 2017-18.	—	
40	Percentage of students undertaking field projects / internships	A	About 20 % students undertook field projects.	—	
41	Remedial Classes	A	Remedial coaching is a regular feature in all the departments.	—	
42	Conduct of Bridge course	A	Being conducted for Commerce and vocational students for Science courses.	—	
43	Feed back on Teachers by Students and its analysis	A	The feedback is being taken and analyzed	—	
44	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A	SSS was conducted by IQAC and analyzed.	—	
III-RESEARCH, INNOVATIONS AND EXTENSION					
45	Is the College a Recognized Research Centre	A	yes. There are 6 departments offering Research courses.	—	
46	No. of Research Guides in the College	A	15 faculty members are recognized as research supervisors	—	
47	No. of Research Scholars working for M.Phil & Ph. D	A	4 PhD and 01 M.Phil students are pursuing research in the college	—	
48	Major/Minor/Other Research Projects	A	Major project by the Dept.of Physics (37 lakhs) and one minor project in the dept.of Chemistry (Rs.4.5 lakhs) are on hand in the college.	—	
49	Research Papers Published in 2017-18 (International/ National)	A	Total : 22 International publications: 15 National : 07	—	
50	Papers Presented in 2017-18 (International/ National/ State)	A	90 papers were presented by faculty of the college on various State, National and International platforms	—	
51	Books Published in 2017-18 (Single Author/ Co Author)	A	14 books were published during 2017 - 18 by the faculty	—	
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	A	International : 01 (Faculty of Sciences), National level : 03 State level : 02	—	
53	Record of Consultancy in 2017-18	A	The departments of Physics and Botany are offering consultancy services	The college is advised to encourage departments for offering consultancy services where there is potential and scope for the same.	Consultancy service by other departments are being encouraged and necessary steps are under process

54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A	yes. The college has created an incubation centre. An innovative student exchange programme was initiated for knowledge transfer.		
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	B	The college, in collaboration with various industries organized seminars, workshops etc with ONGC, Chartered Accountants, local traders etc.	It is advised conduct awareness programs on IPRs and encourage faculty towards filing patents for the devices or their ideas.	As per the suggestion the College is going organize a National Workshop on IPR on 21 April 2018.
56	Record of MoUs in 2017-18	A	There are 10 MoUs by various departments namely Physics, Chemistry, Commerce, Botany etc.	—	
57	Record of Subject/Department Related Extension Activities	A	Departments maintaining record of extension activities. An average all departments carried about 4 extension activities this academic year. All departments conducted AIDS rally on 1 December 2018.	—	
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A	A total of three programmes were conducted by various departments: Physics conducted LAB to SCHOOL programme: Dept.of Commerce on Consumerism are some extension programs.	—	
59	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	A	AIDS rally, Blood donation camp etc were conducted	—	
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	Janmahoomi- Maavuru, ODF, , Awareness programme on traffic safety, dental camp etc are major programmes conducted in the college.	—	
61	Number of awards and recognition received for extension activities from Government/ recognised bodies	C	ISRO and State Governments awarded the college with best service award	—	
IV-INFRASTRUCTURE AND LEARNING RESOURCES					
62	Number of Class rooms, Labs and computing equipment	A	There are 145 rooms and 23 laboratories for teaching learning process and 310 computer systems in the college.	—	
63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A	A state of the art gymnasium is existing in the college Two play grounds with acreage of 25 acres are catering to the needy in the campus. A rehearsal room with musical equipment in the department of fine arts is functioning in the college.	—	
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A	There are 5 virtual class rooms, 5 e - classrooms are existing in the college.	—	
65	Budget allocated for infrastructure augmentation	A	Rs.35, 01, 609 has been allocated towards procurement of infrastructure during 2017-18.	—	
66	Library is automated using Integrated Library Management System	A	Yes, the library transaction process is being carried out full automation with SOUL software.	—	
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	A	The college has antique books dating back to 1800 A.D also. The books are being digitalized.	—	
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	A	yes, infibnet is widely used by the faculty. There are 6500 e-journals available under INFLINET in the library.	—	
69	Expenditure for purchase of books and journals in 2017-18	A	Rs.2, 66,000 has been spent towards procurement books 2017-18.	—	

70	Percentage per day usage of library by teachers and students	A	About 40% of students and 20% (about 600 students) of students make use of library services every day.	—	
71	Student-Computer ratio	A	10:01	—	
72	Wifi in the campus	A	WiFi with 100Mbps has been deployed to augment teaching learning transaction.	—	
73	Updation of IT facilities	A	In the current year 5 virtual class rooms have been put in place. Office automation under e- office is functioning well. Digitization of the library is underway.	—	
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A	Rs. 1,43,37,069 was incurred under various programmes	—	
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A	Laoratory assistant system, log books, periodical repairs of equipment, annual stock verification system, pest controlling of library, binding of books for long life, periodical cleaning of rooms and laboratories are deployed for maintenance.	—	
V-STUDENT SUPPORT AND PROGRESSION					
76	Average percentage of students benefited by scholarships by the Government in 2017-18	A	80% (2800)	—	
77	Average percentage of students benefited by scholarships by the Institution in 2017-18	A	Less than 1%	The college may explore possibilities to rope in donations from philannthroposts or donors and institute more number of scholarships for needy and eligibke.	Noted the suggestion and necessary steps will be initiated
78	Average percentage of students benefited by guidance for competitive examinations and c areer counseling offered by the institution in 2017-18	A	20%	—	
79	Average percentage of placement of outgoing students in 2017-18	A	5%	—	
80	Student grievances redressal mechanism	A	Student grievance redressal cell is active and 2 major cases were resolved during this year	—	
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.)	A	3 schemes namely TISS, Remedial and JKC are deployed to enhance capacity building of students.	—	
82	Percentage of student progression to higher education	A	35%	—	
83	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.)	A	0.2% during 2017-18	—	
84	Number of awards/medals for outstanding performance in sports/cultural activities	A	14 medals in tournaments and 5 in atheletics.	—	
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A	Student council under Class Representatives system is active	—	
86	Records of significant achievements in Sports & Games	A	Available. One student got selected for international event in throwball	—	
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A	20 events were organized	—	
88	Alumni contribution in 2017-18 (In Rs)	B	contributions are promised. The alumni association is making efforts for realization of them.	—	
89	Number of Alumni Association /Chapters meetings held in 2017-18	A	1	—	

90	Maintenance of JKC facilities & records	A	The record of training and placements is available in JKC	—	
91	Record of Student trained and placed in JKC	A	Available.	—	
92	Record of Anti Ragging cell	A	Functioning	—	
93	Maintenance of drinking water	A	RO plant is available catering to the needs of students and staff	—	
94	Maintenance of sanitation	A	The campus is clean and tidy. The college is teeming with gardens, well carved out landscapes	—	
VI-GOVERNANCE AND LEADERSHIP					
97	Staff Council Register	A	Available. On an average two meetings are being conducted a month.	—	
98	Functioning of Committees in Administration (Minutes of meetings)	A	There are 29 committees for smooth functioning of affairs of the college. All the committies make policy decisions in their purview and adopt resolutions	—	
99	Awards/Achievements	C		—	
100	Use of ICT in Governance	A	Office affairs are carried out on e-office platform. The social media plaforms such as twitter, face book, whatsapp have been deployed for sharing information about decisions, meetings etc	—	
101	Perspective/Strategic plan and deployment documents	A	Staff council registers, Academic cell policy making documentation, IQAC future perspective plans	—	
102	Organizational structure of the Institution	A	Posted in website of the institution	—	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	A	Online application, seat allocation in admissions, software assisted examination system, tally in accounts etc are in practice.	—	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	C	The support to such activities is not available in the college	The financial support is to be provided to the faculty who wish to present research papers on National and Internationsl plaforms	AS per the norms of the college, necessary action will be taken
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	A	MOOCS, training on e-Office, a workshop on digital science instruments were organized to enhance professional capabilities.	The college is advised to make efforts to conduct orientation or refresher course for teachers on the lines of ASCs of universities.	As per the suggestion, a training programme on basic computer opertaion is going to be conducted in the month of July/August2018
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	A	About 10% of faculty have attended professional development programmes	—	
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	A	Programmes conducted by JNTUH, AU, APHRD, ASCI have been attended by the faculty of the college	—	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A	Rs.33, 873/-	—	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A	On an average 5 quality initiatives such as Parent teacher meetings, Student exchange programme, Guest Lectures etc were conducted.	—	
110	Participation in NIRF-2017	A	Participated in NIRF 2017	—	
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A	IQAC maintenance is upto satisfaction	—	
				—	

VII-INSTITUTIONAL VALUES AND BEST PRACTICES

112	Percentage of power requirement of the Institution met by the renewable energy sources	A	A 50 KWh capacity solar energy unit was installed for meeting 40% of day time power demand.	—	
113	Waste Management steps taken	A	Vermi compost unit was established	—	
114	Rain water harvesting structures and utilization in the campus	B	The process of constructing rainwater harvesting pits is underway in the college	—	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	A	Provision of scribe system for differently abled persons, wheel chairs are put in place. Lifts are being procured to meet the related needs.	—	
116	Green Practices(plastic free campus, green landscaping etc.,)	A	The campus is clean and tidy with well groomed landscaping, gardening. Vehicle free day is being observed once a month.	—	
117	Record of best/innovative practices by the institution	A	Record of innovative and best practices is being maintained well.	—	
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website	A	Available with Principal	—	
119	The number of classes(per week) taken by the Principal	A	06 classes	—	
120	Research projects/Publications/ study material developed in 2017-18 by the College	A	2 projects on hand, 136 publications, 14 books published	—	
College Grading - A					
	Signature of the Vice-Principal				
		1			
	Signature of the Principal				
		2			
		3	