

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 :

District :

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, rdavidkumar1729@gcrjy.ac.in, 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, iqac@gcrjy.ac.in, 8978737858		
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 -2019, Peer Team Visit Scheduled on March 11-12, 2019		
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:152	Regular Working: 51	Contract Working:29	Guest Working:86
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 A(Good)/B(Satisfactory)/C(Poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
14	Implementation of Annual Institutional Plan	A	The Annual Institutional Plan is prepared and measures to implement the same are made	
15	Departmental Annual Curricular Plans	A	Departmental Annual Curricular Plans are prepared and made available on web site also.	
16	Whether the above two circulated among Students?	A	the above are kept in the departments for ready access, provided for students by individual faculty and also made available on the website for the benefit of students.	
17	College Activity Register 2018-19	A	college activity register 2018-19 is maintained departmentwise and all activities are uploaded in dynamic web site.	
18	College Calendar/College Magazine	A	the college prepares and adheres to its own academic calendar.	
19	Add-on Courses (Department-wise) completed during 2017-18	A	20 add on courses were offered by various departments during the calender year 2018	
20	Add-on Courses (Department-wise) in 2018-19	A	21 add on courses are offered by various departments in the college for the calender year 2019 which is mandatory for all 1st year students.	

21	Coverage of Syllabus (Average Percentage)	A	the average coverage of syllabus ranges between 60 - 70 percent.	
22	Teaching of Value added courses (HVPE & Foundation Courses)	A	Value added courses are taught by faculty.	
23	No. of New UG & PG Courses introduced in 2018-19	A	ten UG & PG courses are introduced during the year.	
24	Maintenance of Student Attendance Registers	A	Student Attendance registers are maintained well.	
25	Whether feedback on curriculum was obtained from stake holders and analysed	A	online feedback on curriculum is obtained from stakeholders and analysed.	
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	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19 is maintained.	
27	Social-economic status of students enroled(Group wise and Year wise) in 2018-19	A	Social-economic status of students enroled(Group wise and Year wise) in 2018-19 is maintained.	
28	Demand Ratio (Group wise)	A	Group wise demand ratio is also maintained	
29	Percentage of differently abled students (Divyangjan) on roll	A	11, 0.22%	
30	Percentage of full time teachers against sanctioned posts in 2018-19	A	100%	
31	Student - Full time teacher ratio	A	24:01:00	
32	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2018-19	A	38 days	
33	Teaching Diaries & Teaching Plans in Prescribed Formats	A	Teaching diaries and plans are maintained in the prescribed formats	

34	Use of ICT in teaching and learning	A	ICT amenities in the college are maintained optimally in the college	
35	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	A	100% teachers are using ICT	
36	Co-Curricular Activities (College level)	A	The college practices student centric methods involving students in curricular related activities.	
37	Seminars/conferences/workshops organised in 2018-19	A	seventeen Seminars/conferences/workshops are organised to date in 2018-19	
38	Academic Competitions (College Level & Above)	A	Academic Competitions are conducted	
39	Conduct of Internal Examinations-Internal assessment	A	Internal Examinations are conducted periodically and evaluated	
40	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV-2018)	A	Teacher wise result analysis is made by departments and reviewed by IQAC	
41	Pass percentage of students (Group wise) in 2018-19	A	B.A.- 77% , B.Sc.- 71% , B. Com.- 63.6%	
42	Percentage of students undertaking field projects / internships	A	21%	
43	Remedial Classes	A	remedial classes are conducted by the departments.	
44	Conduct of Bridge course	A	Bridge Course is conducted by departments after admissions to bridge the gap between acquired knowledge in the previous qualification and that required for the specific programme.	
45	Feed back on Teachers by Students and its analysis	A	Feed back on teachers by students is collected	

46	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A	the above is collected in the NAAC SSS format and analysed.	
III-RESEARCH, INNOVATIONS AND EXTENSION				
47	Is the College a Recognized Research Centre	A	the college is a recognised Research centre by Affiliating university AKNU	
48	No. of Research Guides in the College	A	16 faculty members are recognized as research supervisors	
49	No. of Research Scholars working for M.Phil & Ph. D	A	12	
50	Major/Minor/Other Research Projects	A	1. MRP, 1 Major ongoing	
51	Research Papers Published in 2018-19 (International/ National)	A	18 Research Papers and 04 books with ISBN	
52	Papers Presented in 2018-19 (International/ National/ State)	A	06/12/16 = 34	
53	Books Published in 2018-19 (Single Author/ Co Author)	A	40	
54	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	A	18 National, statelevel seminars/workshops	
55	Record of Consultancy in 2018-19	A	available with departments and on website	
56	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A	yes, the institution has an established centre for innovation, incubation and entrepreneurship	
57	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	A	in the month of April 2018, national level workshop on IPR was conducted.	
58	Record of MoUs in 2018-19	A	20	
59	Record of Subject/Department Related Extension Activities	A	available with departments and on website	

60	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A	15	
61	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	A	20	
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	4092	
63	Number of awards and recognition received for extension activities from Government/recognised bodies	A	2 Awards for Swaacha Bharat from AP & GOI	
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
64	Number of Class rooms, Labs and computing equipment	A	class rooms: 104, labs:40, computing equipment: 412	
65	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. The college has a garden fitness 9 station gym as well as 12 station gym. Two play grounds supporting different games and sports with acreage of 25 acre supporting courts 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. —	

66	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A	104 classrooms, 40 laboratories, 20 Seminar/conference hall are ICT facilitated. There are 5 VC, 3- DC and 1 Studio.	
67	Budget allocated for infrastructure augmentation	A	2017-18 - 200 lakhs	
68	Library is automated using Integrated Library Management System	A	yes the library is automated using ILMS SOUL2.0. inflibnetand UNICODE software. .	
69	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	A	the college has rare books and reports collections dating back to 1800 and 1900 period editions	
70	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	A	the college has rare books and reports collections dating back to 1800 and 1900 period editions	
71	Expenditure for purchase of books and journals in 2017-18	A	2017-18: 3,74,555	
72	Percentage per day usage of library by teachers and students	A	100%	
73	Student-Computer ratio	A	1:2.7	
74	Wifi in the campus	A	Campus is Wi-Fi Enabled	
75	Updation of IT facilities	A	IT facilities are updated	
76	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A	2017-18 - 200 lakhs	
77	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A	Established Systems & Procedures for maintenance of Classrooms,Labs and academic support facilities are available	
V-STUDENT SUPPORT AND PROGRESSION				

78	Average percentage of students benefited by scholarships by the Government in 2017-18	A	64%	
79	Average percentage of students benefited by scholarships by the Institution in 2017-18	A	less than 1 %	
80	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	A	100%	
81	Average percentage of placement of outgoing students in 2017-18	A	28%	
82	Student grievances redressal mechanism	A	Student grievances cell is active and during the year 4 cases were solved	
83	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.)	A	12nos. Career guidance and coaching through JKC, Remedial classes are conducted at departments.	
84	Percentage of student progression to higher education	A	28%	
85	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.)	A	3.20%	
86	Number of awards/medals for outstanding performance in sports/cultural activities	A	10	
87	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A	the college has an active Student Council & representation of students on academic & administrative bodies/committees of the institution	
88	Records of significant achievements in Sports & Games	A	record of significant achievements in sports & games are available	

89	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A	10	
90	Alumni contribution in 2017-18 (In Rs)	A	Rs. 10, 78, 000/-	

91	Number of Alumni Association /Chapters meetings held in 2017-18	A	6 meetings	
92	Maintenance of JKC facilities & records	A	JKC records and facilities are well maintained	
93	Record of Student trained and placed in JKC	A	Record of Student trained and placed in JKC are maintained	
94	Record of Anti Ragging cell	A	Anti Ragging cell is active in the college	
95	Maintenance of drinking water	A	five RO plants are installed and maintained	
96	Maintenance of sanitation	A	Sanitation is well maintained	
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	A	staff council register is maintained	
98	Functioning of Committees in Administration (Minutes of meetings)	A	the minutes of various administrative and academic committees is maintained	
99	Awards/Achievements	B	nil	the college may be identified for award
100	Use of ICT in Governance	A	ICT is used in admission process, examinations, library, and office functioning.	
101	Perspective/Strategic plan and deployment documents	A	Perspective/Strategic plan and deployment documents is available	
102	Organizational structure of the Institution	A	Organizational structure of the Institution is available	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	A	the college implements e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination.	

104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	A	all teachers are provided with seed money to attend conferences / workshops and towards membership fee of professional bodies in 2018-19 to date 4 faculty are provided with	
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105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	A	one on DIGITAL initiatives for teaching faculty and one on computers basics for non-teaching staff	
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	A	ten staff members attended induction programme, two staff members attended training programme on e office,	
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	A	12 faculty members have undergone shortterm courses conducted off campus and 169 faculty members have undergone training on digital initiatives conducted by IQAC and 41 Non-teaching staff have attended basics computer training programme organised for 4 days on campus.	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A	Rs. 10, 78, 000/- is received from philanthropist who is an Alumnus of the college.	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A	Three programmes were initiated one training programme on computers for non-teaching staff, one on digital initiatives for teaching staff and one week programme for student education and empowerment activities SWEEA-2k19	
110	Participation in NIRF-2017	A	participated in NIRF Ranking-2018	

111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A	IQAC maintains records for Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc.	
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	A	15.39	
113	Waste Management steps taken	A	vermi compost unit,	
114	Rain water harvesting structures and utilization in the campus	A	three rain water harvest pit are dug in a scientific manner measuring 6x6x6 in the campus	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.)	A	Divangans are provided with scribes, wheel chairs,	
116	Green Practices(plastic free campus, green landscaping etc.)	A	The college has green practices viz.,plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc. green audit is also conducted.	
117	Record of best/innovative practices by the institution	A	record of best practices is maintained at department level and institutional level.	
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website	A	College Activity Register is available with IQAC & Principal	

119	The number of classes(per week) taken by the Principal	A	Principal is taking 5 classes per week	
120	Research projects/Publications/ study material developed in 2017-18 by the College	A	College is producing 70 good number of papers particularly Physics, Chemistry and Commerce.	Other departments may increse numnber of papers.
College Grading - A				

Name & Signature of the Principal with date	Signatures of Academic Advisors
Name & Signature of the Vice-Principal with date	1
	2
	3

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