Commissionerate of Collegiate Education, A.P
Academic & Administrative Audit of Degree Colleges
Format - II (To be Filled by Faculty and handed over to Academic Advisor)

Zone:	III	District: Prakasam
Name of the College and Address	Damacharla Sakkubayamma Government Degree College for women, Ongole, Prakasam District, A.P.	
Name of the Lecturer	Dr. Bodepudi Venkateswara Rao, M.A., M.Phil., P.G.D.T., Ph.D., Reader	
Name of the Subject	Hindi	
Date of Joining in Degree College/Date of Joining in the present Institution	01-08-1985 / 08-07-2017	Date of Retirement: 31/07/2021

S. No	Key Indicator	List of files/documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator (A=3; B=2; C=1; D=0)	Key Indicator Grade Points (KIGP)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Acdemic Advisor's grading
		Curricular Aspects						
1	Cuirricular planing and Implementation (for Autonomous Colleges - Efforts for Curriculum Desing and Development to be considered)	1. Semester Wise curriculum plan/ Course Objectives & Outcomes	5 for Autonomous 10 for Non Autonomous	5 OR 10	20	A	60	6 0
		2. Teaching Diary	5 for Autonomous 10 for Non Autonomous	5 OR 10				
		3. Active Participation in BOS	Only for Autonomous Colleges	10				
2	Curriculum enrichment	1. Additional inputs		20	30	A	90	9 0
		2. Certificate/Diploma/Value added courses		10				

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#	Category	Description					
3	Feedback system	Feedback on Curriculum by Students	10		A		
		Other stakeholders like Parents/Alumni/Industry/Cross National Faculty)	10	20	A	60	6v

Teaching - Learning & Evaluation

#	Category	Description					
4	Student Profile	Collection and Maintenance of Student profiles (10 Points)	10	10	A	30	3 0
5	Catering to Student Diversity	1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners	10		A	30	
		2. Remedial coaching	10	30	A	30	9 0
		3. Assignments-Critical, Innovative, text book and Internet based	10		A	30	
6	Teaching-Learning Process	1. Teaching notes 2. Use of ICT in teaching and learning 3. Computer/Internet assisted learning 4. Student seminars 5. Conduct of Quiz/ Group discussion 6. Field trips 7. Student Study projects 8. Use of LMS 9. Involvement in development of LMS in the concerned subject 10. RBPTs(Research based pedagogical Tools)	50	50	A	150	150

* Maximum grade of 3 could be given to those faculty who have done more than 5 parameters and thereafter.

Parameter	Sub-parameters	Remarks	Max (item)	Max (group)	Grade	Score
Teacher Profile and Quality	1. Organization of Seminars/conferences/workshops 2. Participation in Seminars/conferences/workshops 3. Innovations in teaching and learning 4. Awards and recognition 5. Participation in Short term courses/ Restructuring of courses 6. E- Content Development / MOOCs	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	A	120
Evaluation Process and Reforms	1. Formative and Summative Evaluation	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluaiton	10	30	A	60
	2. Use of ICT like MOODLE, EDMODO & Other LMS in evaluation		10			
	3. Marks Register & Result Analysis		10			
Student Performance and Learning Outcomes	1.Programme Outcomes		10	30	A	90
	2. Attainment of Programme Outcomes		10			
	3. Average pass percentage of Students		10			
Student Satisfaction Survey	1. Student feedback on the quality of Teaching Learning process adopted by the teachers	*Efforts of the faculty to take up the feedback. IQAC Coordinator should take the feedback and the record must be kept ready for verification	20	20	A	60
Research, Innovation & Extension						
Resource Mobilization for Research	1. Minor		5	20	D	0
	2.Major Research Projects	For Current Year only (Either Ongoing OR Completed)	10			
	3. Consultancy Projects		5			
Research Publications and Awards	1. Publications in Journals/ Author of Books/ Author of Book Chapters	* A maximum of 3 publications in Scopus/Web of Science/ICI or UGC approved journals	10	20	A	60
	2. Awards in recognition of research work		10			

#	Category	Description	Notes				
13	Extension Activities	Involvement in activities related to community service	* A maximum of 3 Programmes resulting in Community Service like ODF/Swatch Bharat/UBA etc	20	20	A	60
14	MoUs /Collaborations	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	A	60

Infrastructure & Learning Resources

#	Category	Description	Notes				
15	Physical facilities	Infrastructural facilities in the Department/Colleges	Utilization of the facilities in the College/Department to be evaluated. Not on the availability of the facilities. Logbook should be maintained.	20	20	A	30
16	Student Support	1. Counseling of students as Mentor/ Class teacher 2. Remedial coaching 3. Bridge course for 1st year students 4. Any other Study Material /Guidance 5. Freeships or Scholarships	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	A	90

Student Support & Progression

#	Category	Description	Notes				
17	Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	A	60
18	Student Participation and activities	Encouraging students participation in social, cultural and leisure activities		20	20	A	60

Governance & Leadership

#	Category	Description	Notes				
19	Participation in Institutional Governance and Leadership	Participation in in Institutional Governance and Leadership as member of different committees and cells		30	30	A	90

Best Practices

#	Category	Description	Notes				
20	Best Practices	List of the Individual faculty members Best practices followed with details		20	20	A	60
				500	500	A	1380

Signature of the Faculty

Signature of the Academic adviser
Academic Adviser 13/03/18

Commissionerate of Collegiate Education, A.P

Academic & Administrative Audit of Degree Colleges

Format - II (To be Filled by Faculty :and handed over to Academic Advisor)

Zone:			District:	Prakasam

Name of the College and Address	D.S. Govt. Degree college (w) ON GOLE
Name of the Lecturer	CH. SRINIVASA RAO
Name of the Subject	Economics.

Date of Joining in Degree College/Date of Joining in the present Institution	27-11-2010 2-9-2015	Date of Retirement:	31-8-2

S.No	Key Indicator		List of files/documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWW as pe Acaden Adviso gradi
			Curricular Aspects						
1	Cuirricular planing and Implemention (for Autonomous Colleges - Efforts for Curriculum Desing and Development to be considered)	1. Semester Wise curriculum plan/ Course Objectives & Outcomes		5 for Autonomous 10 for Non Autonomous	5 OR 10	20	A	60	60
		2. Teaching Diary		5 for Autonomous 10 for Non Autonomous	5 OR 10				
		3. Active Participation in BOS		Only for Autonomous Colleges	10				
		1. Additional inputs			20				
2	Curriculum enrichment	2. Certificate/Diploma/Value added courses			10	30	A	90 - 90	
3	Feedback system	Feedback on Curriculum by Students			10	20	A	60 / 60	
		Other stakeholders like Parents/Alumni/Industry/Cross National Faculty)			10				

#	Parameter	Sub-items					
4	Student Profile	Collection and Maintenance of Student profiles (10 Points)	10	10	A	30,	30
		1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners		10	A	30,	30
5	Catering to Student Diversity	2. Remedial coaching	10	30	A	30,	30
		3. Assignments-Critical, Innovative, text book and Internet based	10		A	30.	30
6	Teaching-Learning Process	1. Teaching notes 2. Use of ICT in teaching and learning 3. Computer/Internet assisted learning 4. Student seminars 5. Conduct of Quiz/ Group discussion 6. Field trips 7. Student Study projects 8. Use of LMS 9. Involvement in development of LMS in the concerned subject 10. RBPTs(Research based pedagogical Tools)	* Maximum grade of 3 could be given to those faculty who have done more than 5 parameters and thereafter.	50	50	A	150	150

Main Category	Sub-items	Remarks					
Teacher Profile and Quality	1. Organization of Seminars/conferences/workshops 2. Participation in Seminars/conferences/workshops 3. Innovations in teaching and learning 4. Awards and recognition 5. Participation in Short term courses/ Restructuring of courses 6. E- Content Development / MOOCs	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	A	120	120
Evaluation Process and Reforms	1. Formative and Summative Evaluation	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluation	10	30	A	90	90
	2. Use of ICT like MOODLE, EDMODO & Other LMS in evaluation		10				
	3. Marks Register & Result Analysis		10				
Student Performance and Learning Outcomes	1. Programme Outcomes		10	30	A	90	90
	2. Attainment of Programme Outcomes		10				
	3. Average pass percentage of Students		10				
Student Satisfaction Survey	1. Student feedback on the quality of Teaching Learning process adopted by the teachers	*Efforts of the faculty to take up the feedback. IQAC Coordinator should take the feedback and the record must be kept ready for verification	20	20	A	60	60
Resource Mobilization for Research	1. Minor 2.Major Research Projects	For Current Year only (Either Ongoing OR Completed)	5 10	20	—	—	
	3. Consultancy Projects		5	20	—	—	
Research Publications and Awards	1. Publications in Journals/ Author of Books/ Author of Book Chapters	* A maximum of 3 publications in Scopus/Web of Science/ICI or UGC approved journals	10	20	—	—	
	2. Awards in recognition of research work		10	10	—	—	

No.	Criteria	Description	Remarks			Grade		
	Extension Activities	Involvement in activities related to community service	* A maximum of 3 Programmes resulting in Community Service like ODF/Swatch Bharat/UBA etc	20	20	A	60	60
14	MoUs /Collaborations	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	B	40	40
15	Physical facilities	Infrastructural facilities in the Department/Colleges	Utilization of the facilities in the College/Department to be evaluated. Not on the availability of the facilities. Logbook should be maintained.	20	20	A	60	60
16	Student Support	1. Counseling of students as Mentor/ Class teacher 2. Remedial coaching 3. Bridge course for 1st year students 4. Any other Study Material /Guidance 5. Freeships or Scholarships	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	A	90	90
17	Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	A	60	60
18	Student Participation and activities	Encouraging students participation in social, cultural and leisure activities		20	20	A	60	60
19	Participation in Institutional Governance and Leadership	Participation in in Institutional Governance and Leadership as member of different committees and cells		30	30	A	90	90
20	Best Practices	List of the Individual faculty members Best practices followed with details		20	20	A	60	60
	Total Grade points			500	500		1360	1360

Signature of the Faculty

Signature of the Academic adviser

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

Format - II (To be Filled by Faculty and handed over to Academic Advisor)

District: PRAKASAM

Zone:	III
Name of the College and Address	DAHACHARLA SAKKUBAYAMMA GOVT, DEGREE COLLEGE (for w) ONGOLE
Name of the Lecturer	Smt. MANNE SRINIVASULU
Name of the Subject	LIBRARIAN
Date of Joining in Degree College/Date of Joining in the present Institution	26-09-2012 03-09-2015
Date of Retirement:	31-07-2025

S.No	Key Indicator	List of files/documents to be kept ready as a proof of Key Indicator		Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading
			Curricular Aspects						
1	Curricular planing and Implementation (for Autonomous Colleges - Efforts for Curriculum Desing and Development to be considered)	1. Semester Wise curriculum plan/ Course		5 for Autonomous 10 for Non Autonomous	5 OR 10		Not applicable		
		2. Teaching Diary		5 for Autonomous 10 for Non Autonomous	5 OR 10	20			
		3. Active Participation in BOS		Only for Autonomous Colleges	10				
2	Curriculum enrichment	1. Additional inputs			20				''
		2. Certificate/Diploma/Value added courses			10	30		''	''
3	Feedback system	Feedback on Curriculum by Students			10	20	''	''	''
		Other stakeholders like Parents/Alumni/Industry/Cross National Faculty)			10				—

Student Profile	Collection and Maintenance of Student profiles (10 Points)		10	10	A	3D	30
	1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners		10		Not applicable	—	
Catering to Student Diversity	2. Remedial coaching		10	30	N.A	"	—
	3. Assignments-Critical, Innovative, text book and Internet based		10		N.A	"	—
Teaching-Learning Process	1. Teaching notes 2. Use of ICT in teaching and learning 3. Computer/Internet assisted learning 4. Student seminars 5. Conduct of Quiz/ Group discussion 6. Field trips 7. Student Study projects 8. Use of LMS 9. Involvement in development of LMS in the concerned subject 10. RBPTs(Research based pedagogical Tools)	* Maximum grade of 3 could be given to those faculty who have done more than 5 parameters and thereafter.	50	50	B	100	100

#	Parameter	Sub-parameters	Remarks	Marks	Total			
7	Teacher Profile and Quality	1. Organization of Seminars/conferences/workshops 2. Participation in Seminars/conferences/workshops 3. Innovations in teaching and learning 4. Awards and recognition 5. Participation in Short term courses/ Restructuring of courses 6. E- Content Development / MOOCs	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	A	120	120
8	Evaluation Process and Reforms	1. Formative and Summative Evaluation 2. Use of ICT like MOODLE, EDMODO & Other LMS in evaluation 3. Marks Register & Result Analysis	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluation	10 10 10	30	Not applicable	—	
9	Student Performance and Learning Outcomes	1.Programme Outcomes 2. Attainment of Programme Outcomes 3. Average pass percentage of Students		10 10 10	30	Not applicable	—	
10	Student Satisfaction Survey	1. Student feedback on the quality of Teaching Learning process adopted by the teachers	*Efforts of the faculty to take up the feedback. IQAC Coordinator should take the feedback and the record must be kept ready for verification	20	20	A	60	60
11	Resource Mobilization for Research	1. Minor 2.Major Research Projects 3. Consultancy Projects	For Current Year only (Either Ongoing OR Completed)	5 10 5	20	*(signature)*	OB	90
12	Research Publications and Awards	1. Publications in Journals/ Author of Books/ Author of Book Chapters 2. Awards in recognition of research work	* A maximum of 3 publications in Scopus/Web of Science/ICI or UGC approved journals	10 10	20	D	D	90

Criteria	Description	Notes	Max	Max	Grade		
Extension Activities	Involvement in activities related to community service	* A maximum of 3 Programmes resulting in Community Service like ODF/Swatch Bharat/UBA etc	20	20	A	60	60
MoUs /Collaborations	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	A	60	60
Physical facilities	Infrastructural facilities in the Department/Colleges	Utilization of the facilities in the College/Department to be evaluated. Not on the availability of the facilities. Logbook should be maintained.	20	20	A	60	60
Student Support	1. Counseling of students as Mentor/ Class teacher 2. Remedial coaching 3. Bridge course for 1st year students 4. Any other Study Material /Guidance 5. Freeships or Scholarships	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	B	80	80
Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	B	80	80
Student Participation and activities	Encouraging students participation in social, cultural and leisure activities		20	20	A	60	60
Participation in Institutional Governance and Leadership	Participation in in Institutional Governance and Leadership as member of different committees and cells		30	30	A	90	90
Best Practices	List of the Individual faculty members Best practices followed with details		20	20	A	60	60
Total Grade points				500			700

Signature of the Faculty

Signature of the Academic adviser