

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

	Zone : IV	District : Ananthapuramu	Date of Audit:29/10/2014
	Audit Team:		
	1. Dr M Ayyappa, Lecturer in Political Science, Adoni Arts and Science College, ADONI		
	2. Sri.G.Mahaboob Basha, Lecturer in Physics, Osmania College(UG &PG), KURNOOL		

I-COLLEGE PROFILE

1	Name of the College, Website, email and Ph.No.	KSN GOVT DEGREE COLLEGE FOR WOMEN,Ananthapuramu www.ksngdcw.com, jkc.anantapurwomen@gmail.com,9849398187	
2	Name of the Principal, email & Mob.No	N.Nirmala , jkc.anantapurwomen@gmail.com , 9849398187	
3	Name of the Vice-Principal, email & Mob. No.	Y.Vijaya Brunda, jkc.anantapurwome@gmail.com 9490130383	
4	Name of the IQAC Coordinator, email & Mob. No.	Dr.K.V.Ramana,jkc.anantapurwomen@gmail.com ,9490196393	
5	Year of Establishment & own land if any	1984, YES	
6	Affiliating University	Sri Krishna Devaraya University,Ananthapuramu	
7	NAAC Grade with Cycle, Accredited Year & CGPA (if not Accredited Status of Preparations)	B - II Cycle,2014 with CGPA 2.51	
8	UGC Recognition (2F & 12 B)	YES. Recognised under 2F & 12 B	
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	9:00AM to 3:30PM	
10	No. of Posts Sanctioned:25 Regular : 13	Contract Working:02+ 1(PTL)	Guest Working:19
11	Course wise & Year wise Students strength particulars (Proforma enclosed & to be submitted along with AAR)	Proforma Enclosed	

II-CURRICULAR ASPECTS				
	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
12	Implementation of Annual Institutional Plan	A	Prepared and submitted to CCE in June 2014 and displayed in the Notice board for the students	Observed and fairly good
13	Departmental Annual Curricular Plans	A	Prepared and Maintained by ALL the Departments and scrupulously followed	Observed and fairly good
14	College Activity Register 2014-15	A	All the college activities are entered in the College Activity Register-Maintained by the IQAC Coordinator	Observed and fairly good
15	Departmental Activity Registers (Dept. Wise)	A	Maintained by ALL the Department incharges	Observed and fairly good
16	Add-on Courses (Department-wise) completed during 2013-14	A	1.Career oriented Course - Functional English 2.Certificate Course in MS Office 3.Add on Course OOPS through C++ 4.Yoga	Recommended to start Add on course in subjects like Physics, Political Science and Economics-
17	Add-on Courses (Department-wise) in 2014-15	A	1.Diploma in Computer Application 2.Developing Skills in MS Office 3.DTP in Hindi, Telugu ,Sanskrit 4.Yoga & Self Defence 5.Light Music 6,COC - Functional English	Observed and fairly good
18	Coverage of Syllabus (Average Percentage)	A	52%	Observed

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
19	Teaching of HVPE & Foundation Courses	A	1.Dr.K.Prabhakara Reddy 2.D.Jaya Lakshmi 3.B.Hema Malini 4.J.Krishnaveni 5.M.Bhuvaneswari are trained Teachers	Observed and fairly good
20	No. of New UG & PG Courses introduced this year:	A	UG : B.Sc MPC & BZC PG : MA(Economics) , MA(Telugu)	Recommended to start conventional course , BZC(E/M)
21	Maintenance of Student Attendance Registers	A	Attendance registers are maintained and consolidation of attendance is done upto september 2014	Observed and fairly good
22	Feedback forms on Curriculum from students	A	Some departments have collected Feedback	Observed feedback in the form of letters-Recommended to follow the official formats framed by the CCE
III-TEACHING, LEARNING & EVALUATION				
23	Teaching Diaries & Plans in the Prescribed Formats	A	Teaching Dairies & Plans in the prscribed formates are prepared by all the Lecturers and submitted for verification periodically	Recommended to follow the official UPDATED formats framed by the CCE
24	Co-Curricular Activities (College Level)	A	Essay Writing, Elocution, Quiz competetions are conducted by the Departments	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
25	Academic Competitions (College & Above level)	A	1.District LevelQuiz copmetetion on Freedom moment of India was conducted on 11/08/2014 2.Essay Writing & Elocution Competetion in Telugu was conducted on 28/07/2014 3.Essay writing was conducted in Sanskrit on 13/08/2014 4.Essay Writing,Elocution& Songs competetion in Hindi was conducted22/09/2014 5.Debate on Women Equality was conducted on 26/08/2014	Observed and fairly good
26	Conduct of Internal Examinations-Unit, Half-Yearly and Prefinal	A	2 Unit Tests & Quaterly Exam is conducted	Observed and fairly good
27	Subject wise result analysis	A	Prepared and submitted to the CCE	Observed good Result in all subjects except Sanskrit(II BA)
28	Teacher wise result analysis	A	Prepared and maintained by the departments	Observed and fairly good
29	Remedial Classes	A	1.Remedial coaching for supplimentry candidates was conducted from 25/08/2014 to 25/9/2014 2.Remedial coaching for slow lerners is conducted by the deparmtents 3.Remedial cocahing for average & Below average students is planned to be conducted from 20/01/2015	Observed and fairly good-College receiving funds from UGC for Remedial Coaching
30	Record of Evaluation of Teachers by Students (Monthly from July 2014)	A	Feed back collected from the students for July,August & September 2014 and uploaded in the CCE website	Observed and fairly good

IV-RESEARCH AND CONSULTANCY

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
31	Is the College a Recognized Research Centre	NIL	No,SK University is not giving permission	It is recommended to see that SK University grants permission to start Research Centre
32	No. of Research Guides in the College	A	Dr M Ravi Kumar is guiding one student for M.Phil programme under SK University	Observed and fairly good
33	No. of Research Scholars working for M.Phil & Ph. D	NIL	NIL	Guest Faculty are recommended to acquire research qualifications
34	Major/Minor/Other Research Projects	A	One Minor Reserch Project sanctioned to Dr.K.Prabhakara Reddy was completed. D.Jaya Lakshmi, K.Ramachandrudu, M.Nagasasikala submitted their proposals for Minor Research Project to UGC	Observed and fairly good
35	Research Papers Published in 2013-14 (International /National)	A	1.An ISBN indexed Paper published by Dr M Ravi Kumar, Reader in Physics presented at the National Seminar held at Srikalahasthi in August 2014, 2. One ISSN Indexed Paper published by Smt M Nagasasikala, Lec in Mathematics in International Journal of Advanced Scientific and Technical Research,3.One ISSN Indexed Paper published by Smt M Nagasasikala, Lec in Mathematics in International Journal of Emerging Trends in Engineering and Development 4. An ISSN indexed Paper published by Smt M .Ngasasikala, Lec in Mathematics in International Journal of Mathematical Archive-4(3)	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
36	Papers Presented in 2013-14 (International /National/ State)	A	National-21, International-2-List Enclosed	Observed and fairly good
37	Books Published in 2013-14 (Single Author/ Co Author)	A	1.An EPOCH OF LACK OF SPEECH by Dr.G.Sri Devi,Lecturer in English 2. Dr M Ravi Kumar, Reader in Physics contributed 'Question Bank in Physics' published by Telugu Akademi (in Press)	Observed and fairly good
38	Seminars/Workshops/ Training Programme Conducted in 2013-14 (International /National/ State)	A	National Seminar in Food Security in India - Strategies and Challenges is conducted on 20-21 August, 2014	Observed and recommended to conduct more number of Seminars at National level
39	Record of Consultancy in 2013-14	A	Free Consultancy in preparing IT returns to the School Teachers	Observed and recommended to have Consultancy service in all subjects
40	Record of MOUs in 2013-14	A	MOU with Syndicate Bank, Anantapur in sharing of Human Resources, MOU with JNTU-Computer Science Dept in sharing of knowledge, MOU with SK University in updating the knowledge , MOU with District Economic Association, MOU with District Science Centre, Anantapur	Observed and fairly good
VI-EXTENSION ACTIVITIES				
41	Record of Subject/Department Related Extension Activities	A	prepared and maintained by the respective departments	Observed and fairly good
42	Name of the NSS PO & Mobile No.	NIL	D.Jaya Lakshmi - 9441213543	
43	NSS Attendance register	A	Maintained by the NSS PO	Observed and fairly good
44	NSS activity register	A	Prepared and Maintained by the NSS PO	Observed and fairly good
45	Name of the NCC ANO & Mobile No.	NIL	Dr.K.Prabhakara Reddy - 9441177709	
46	NCC Attendance register	A	Mainatined by the ANO	Observed and fairly good
47	NCC activity register	A	Maintained by the ANO	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
48	Name of the Red Ribbon Club Coordinator & Mobile No.	NIL	S.Pavani - 9703094743	
49	Red Ribbon Club Activities	A	1.Awareness on importance of Blood Donation 2.Awareness on HIV/ AIDS 3.Proposed to conduct Rally on AIDS on World AIDS Day i.e., on 1st Dec 4.Proposed to conduct Street Children Day	Observed and fairly good
50	Name of the Women Empowerment Cell Coordinator & Mobile No.	NIL	Y.Vijaya Brunda - 9490130383	
51	WEC Activities	A	1.Awareness on Anti Raging Law on 14/07/2014 2.ASMITHA training Program on 01/08/2014 to 04/08/2014 3.Personality Development program on 9/8/2014 4.Awareness of Ayurvedic Medicine 24/08/2014 5.'Save the Girl Child ' on 19/09/2014 6.Awareness program on Blind Beliefs by JANA VIGNANA VEDIKA 19/10/2014 7.Celebration of International Womens Day on 08/03/2015 8.Certificate Course on Yoga & Self Defence from 01/12/2014 to 8/01/2014	Observed and fairly good
52	Name of the Eco-Club Coordinator & Mobile No.	NIL	J.Krishna veni - 9390084859	
53	Eco- Club Activities	A	1.Vana Mahostsavam 2.Maintainance of Lawn 3.Observation of Plastic Free Day on 4th Saturday of every Month from November 4.Observation of Vehicle Free day on 3rd Saturday of every Month from November	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
54	Name of the Consumer Club Coordinator & Mobile No.	NIL	K.Ramachandrudu - 9848174077	
55	Consumer Club Activities	A	1.11/09/2014 consumer movement & Poster Exhibition 2.18/12/2014 to 24/12/2014 conduct of different competetions in connection with consumer day celebration	Observed and fairly good
56	Any other Club	A	THES(Telugu,Hindi,English,Sanskrit) literary club	Observed literary activities by THES club

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
IV-LEARNING RESOURCE			
57	Name of the Librarian & Mob.No	NIL Post Vacant Sri.Y.Jacob Kennedy,Lecturer in Physical Education is kept incharge of the Library	
58	Access timings of the Library	A 9.00AM to 4.30PM(on working days) 5.00PM to 8.00PM(during Examinations)	Observed utilisation of Library during the examinations by Hostel students
59	Circulation of Books among Students	A Two Books are issued to each student for a period of 15 days	Observed and fairly good
60	Availability of Previous years Question papers	A Available in the Library and also in the Departments	Observed and fairly good
61	Record of Visitors	A Visitors book is maintained in the Library	Observed and fairly good
62	Status of Library Automation	A SOLE Software is installed	Observed and fairly good
63	e- Resources & e-Journals	A Available of all the systems in the College are provided with Internet connectivity with wi fi facility for the Staff and the Students	Observed and fairly good
64	Name of Mana TV Coordinator & Mob.No	A K.Ramachandrudu - 9848174077	Observed and fairly good
65	Usage of Internet by students in the Library	A 3 Systems are provided with internet connectivity in the Library for the use of students and all the Systems in the College are provided with internet connectivity for the use of Staff and Students	Observed and fairly good
66	Status of MANA TV functioning	A It is functioning and all the Programs are viewed by the staff and the students as per the CCE schedule	Observed and fairly good
67	Whether MANA TV schedule is circulated to the students	A It is Circulated and also displayed on the MANA TV Notice Board	Observed
68	Maintenance of MANA TV Viewers' Register	A Maintained by the Coordinator and the feed back is collected and sent to the CCE promptly	Observed and advised to take feedback from the students on the programme in the Register itself

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors	
VII-Student Support Activities				
69	Name of Physical Director & Mob.No	NIL	Y.Jacob Kennedy - 9849146693	
70	Record of Physical Education Department	A	Maintained by Y.Jacob Kennedy	Observed and fairly good
71	Records of events conducted and significant achievements in Sports & Games	A	1.Training is given to the students on Basket Ball, Volley Ball,Table Tennis, Ball Badminton, Shuttle Badminton, Kho-Kho,Kabaddi for Inter-Collegiate Tournaments 2.Winners in Intercollegiate Tounament in Ball Badminton during October 2014 3.Runners in Volley Ball 4. 20 Students were selected to represent SK University in the Inter-University Competitions 5. Three students of I Bcom represented the Hockey National Women Championship held at Himachal Pradesh from 5-10-2014 to 13-10-2014	Observed and fairly good
72	Record of cultural programmes conducted	A	1.Yuvatharangam-2013 at the District was conducted by the college and the students of the college won 1st Place in Classical Music, Group Songs, Folk Dance ,2nd place in Mono action, Rangoli, Won 1st Prize in Quiz, 2. Won 2nd Place in Folk Dance at the State level in Yuvatharang-2013, 3. Music, Dance, Drawing, Painting, Ragoli, Mehendi, Skit, Poetry recitation competitions were conducted on the occasion of Fresher's Day, College Day, Republic Day, Independence Day etc.,	Observed and fairly good
73	Record of any other extra-curricular activities conducted		DRC sponsored Quiz programmes in different subjects, Group discussions, JAM, JAM in Games are conducted	Observed and fairly good

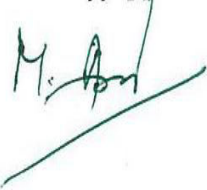
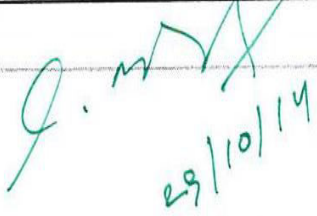
	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
74	Maintenance of JKC facilities & records	A	Under the guidance of Dr.A. Lakshmipathi Reddy and Smt.Anusha, JKC-Mentor,the English Language Laboratory is being utilised for engaging JKC activities with 30 computers and 1 LCD Projector and the relevant Records are maintained by the Corodinator	Observed and fairly good
75	Record of Students trained in different verticals	A	6 Physics Students of III BSc(MPCs) have participated in the Refresher Course in Experimental Physics, which is sponsored by the 3 Academies' at SK University , Anantapur during 7-22 October, 2014 and performed 30 Advance Level Experiments under the supervision of Prof.R.Srinivasan, Former Director, IIT, Madras	Observed in Physics department
76	Record of Students trained and placed in JKC	A	111 students trained& 1 student placed in ILM, Bangalore and others are pursuing higher education	Recommended to take steps to see that more number of students get placements through JKC
77	Name of Career Guidance Coordinator and Mob.No	NIL	B.Jayalaksmi- 9441213543	
78	Record of activities of Career Guidance and placement cell	A	1. Conducted 10 Days Programme in Coaching for VRO,VRA, Panchayat Secretary Examinations conducted during Feb 2014, 2. 60 days Training Programme in Analytical Skills, Current Affairs,Reasoning, Arithmetical abilities and English comprehension is in progress, 3. Proposed to conduct Spoken English course from 16-11-2014 to 15-12-2014	Observed
79	Name of DRC Coordinator & Mob. No.	NIL	Dr K.V.Ramana, 9490196393	
80	Implementation of DRC Action Plan	A	Implementing DRC Action Plan	Observed

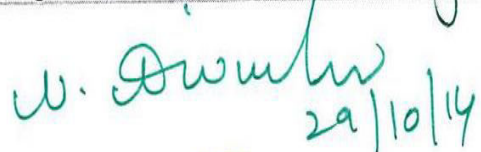
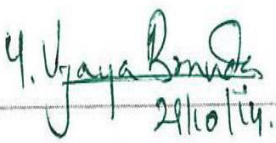
	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
81	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/ submission of AQAR to NAAC etc)	A	Implementing IQAC activities under the guidance of Dr KV Ramana, Coordinator , AQAR reports uploaded in Sep 2014	Observed -College went for NAAC Reaccreditation in Dec 2013

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
82	Record of Support by Alumni Association	A	Alumni Association is registered in 2012 and contributed Rs.20,000/- towards Endowment Scholarships	Observed
83	Record of Grievance Redressal Cell / Anti Ragging Cell	A	Smt M.Nagasasikala, Convener of Grievance Redressal Cell and records are maintained	Observed
84	Mentoring / Counseling System	A	Ward counselling system is followed and each Lecturer is allotted about 40 students and they regularly monitor the well being of the students	Observed
VIII-Basic Amenities				
85	Maintenance of drinking water	A	RO system is functioning in the college campus	Observed RO water plant in the campus
86	Maintenance of Sanitation	A	30 Toilets are available for staff and students and one part-time contingent scavenger is looking after the toilets	Observed toilets even in the Departments and their maintenance is fairly good
87	Rest room for women students	C	Presently unavailable	Recommended to provide Rest room /waiting room for women students
88	Greenery & Cleanliness	A	Maintained Greenery in the campus and number of trees are planted. The college has been observing cleanliness in the campus and the activity increased further following the call from Hon'ble Prime Minister on ' Swatch Bhaarith' . One Part-time Contingent Sweeper is engaged.	Observed and fairly good
89	Health Care Facility	B	Dr Prasuna, Gyenaecologist & CPDC Member of the college visits the college at regular intervals	Recommended to maintain Record

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
90	Canteen	A	Canteen facilities are available	Observed
IX-GOVERNANCE AND LEADERSHIP				
91	Staff Council Register	A	<i>Maintained and the Resolutions are recorded regularly</i>	Observed
92	Functioning of Committees in Administration (Minutes of Meetings)	A	<i>About 21 Committees have been constituted for the smooth functioning of the college</i>	Observed
93	Awards/Achievements	A	<i>1. Dr M Ravi Kumar, Reader in Physics is the recipient of 'State Best Teacher Award' for the year 2008 , 2. Dr K Prabhakar Reddy, Lecturer in Political Science received an Appreciation Award on behalf of the college for outstanding contribution to the NCC organisation 3. WEC of the College won second prize in Yuvatharang-2013</i>	Observed
94	Faculty development initiatives if any	A	<i>1. Smt M.Ngasasikala,Smt D Jayalakshmi, B.Hemamalini are pursuing their Ph.D work 2. S.Pavani and J.Krishnaveni attended OC, 3. M.Nagasasikala , Jacob Kennedy, C.Ravindra Reddy, B.Hemamalini , and Dr M Ravi Kumar attended RC 3. Dr A Lakshmi pathi Reddy attended 1 week ELL programme</i>	Observed
X - IT INITIATIVES				
95	e-class rooms (Number & Usage)	A	4 e-class rooms with Internet &Wifi facility ,LCD Projectors and 2 Interactive Boards are made available to the Staff and Students	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		Recommendation/Suggestions by Academic Advisors
96	Internet Centre	A	Internet facilities are available in all computer labs, English Language Lab, Office and all the Departments	Observed and fairly good
97	Computer labs (No. of labs & working systems)	A	3 laboratories with 120 computers	Observed and fairly good
XI-Best Practices				
98	Record of best/innovative practices by the institution	A	<p>1. 'Each one-Teach one' Programme in Computer literacy</p> <p>2. Financial Assistance by the Staff to the poor students who are not in receipt of any scholarships</p> <p>3. e-Surveillance in the campus and the classes to prevent Ragging and to maintain discipline</p> <p>4. An Environmental Friendly Non Conventional Solar Energy Inverter (10KV) installed to meet the power requirements of science laboratories</p> <p>5. Staff donated voluntarily Rs.80,000/- to Kum.Gayathri, daughter of Late B Nagaraju, Part time Contingent Worker in the college, who passed away recently</p> <p>6. Proposed to conduct Mid day Meal Programme for the Day Scholars, who come to the college from nearby villages</p> <p>6.'Andha Mahila Asbaramam, Kurugunta ' is adopted by the college and liberally contributing in cash and kind.</p>	Observed and fairly good
99	College Activity Register 2013-14 & Hard Copy of AQAR 2013-14 (should be available with the Principal)	A	College Activity Register 2013-14 & Hard Copy of AQAR 2013-14 are available with the Principal	Observed and fairly good

	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
100	Over All Impression on the College	A	
	Signature of the Vice-Principal		
		Signatures of Academic Advisors	
		1. Dr M Ayyappa	2. Sri G Mahaboob Basha
	Signature of the Principal	 M. Ayyappa	 Sri G Mahaboob Basha


 W. Divya
 29/10/14

 Y. Jaya Basha
 29/10/14

PRINCIPAL
KSN Govt. Degree College (Women)
ANANTAPUR.