

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2018-19)

Format-I (Institutional Data)

Zone : IV

District : Ananatapuramu

AISHE CODE: C-31017

COLLEGE PROFILE		
1	Name of the College	Sri Sankarananda Giri Swamy Degree Colleg (Aided), Gutakal
	URL of Website	www.sgsdc.in
	email	ssgscollegegtl@gmail.com
	Phone number	08552-222055
2	Name of the Principal, email & Mobile Number	Dr. K. Ramakrishna Naidu, dr.rknaidu.english@gmail.com, 9346437982
3	Name of the Vice-Principal, email & Mobile Number	T. Venkata Ramana, ramanatv66@gmail.com, 9441668782
4	Name of the IQAC Coordinator, email & Mobile Number	Dr. P.Gopi, mastergopi.pujari@gmail.com, 9885073772
5	Year of Establishment & details of land available if any	1984, 14.6 Acres (Own)
6	Affiliating University & College Code assigned by University	S.K. Univeristy, Anantapuramu, Colleg Code - 016
7	NIRF Rank	
8	Previous Grade of the College in Academic Audit	A Grade
9	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Preparing for Ist Cycle NAAC
10	Affiliation certificate (Permanent/Temporary)	Enclosed
11	UGC Recognition (2f & 12 B) (Scanned certificate is to be sent)	Enclosed

12	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)	9 A.M. to 4P.M.		
13	No. of Posts Sanctioned:	Regular Working Redeployed PTL Contract Guest	Principal & Library Nil 18 PTL's+1 PD 11 Un-aided Lecturers Nil	
14	Course wise & year wise Students strength particulars (Proforma enclosed)	Proforma Enclosed		

I-CURRICULAR ASPECTS

	Item	Status (Give Details, not just Yes/No)	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation	Recommendation/Suggestions by Academic Advisors
15	Implementation of Annual Institutional Plan	Maintained	A	
16	Departmental Annual Curricular Plans	Maintained	A	
17	Whether the above two circulated among Students?	Circuated	A	
18	College Activity Register 2018-19	Maintained	A	
19	College Calendar/College Magazine	Planning to print the magazine next academic year	B	We sincerely suggest to print the both next year. We recommend you to constitute an editorial committee for this
20	Record of review of	Tally	A	
21	Add-on Courses (Department-wise) completed during 2017-18	Spoken English & Tally	A	Skits and role plays can be planned
22	Add-on Courses (Department-wise) in 2018-19	ESIP & Tally	A	
23	Coverage of Syllabus (Average Percentage)	95%	A	
24	Teaching of Value added courses (Foundation Courses)	7 Foundation Courses	A	

25	No. of New UG & PG Courses introduced in 2018-19	Not introduced	C	We strongly recommend the introduction of M.A in literature as this requires no extra laboratory facilities
26	Maintenance of Student Attendance Registers including Biometric Attendance	Manual Attendance Maintained	B	IAMS app should be installed. Better to record online attendance
27	Whether feedback on curriculum was obtained from stake holders and analysed	Obtained and analysed	A	We recommend the online recording of feedback
28	Whether Online courses introduced	No of Courses introduced:	C	Please try to explore the possibility.
II-TEACHING, LEARNING & EVALUATION				
29	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19	SC-19% 4% Oc-15 ST- BC-62	A	
30	Social-economic status of students enrolled(Group wise and Year wise) in 2018-19	Enclosed	A	
31	Demand Ratio (Group wise)	1:01	A	
32	Percentage of differently abled students (Divyangjan) on roll	Nil	A	Better to construct ramps by keeping future admissions in view
33	Percentage of full time teachers against sanctioned posts in 2018-19	100%	A	
34	Student - Full time teacher ratio	1:30	A	
35	Student Profile as per prescribed reservation	Followed	A	
36	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	50 Days	A	
37	The number of classes (per week) taken by the Principal	2	A	

38	Teaching Diaries & Teaching Plans in Prescribed Formats	Maintained	A	
39	Use of ICT in teaching and learning	Maintained	A	
40	No. Of Virtual Classes presented	NIL	C	
41	No. Of Virtual Classes attended	5	A	
42	Use of Digital Classes in Teaching Learning Process	Frequently used	A	
43	No. Of Mana TV lessons presented by Faculty	NIL	C	
44	No. Of lessons in LMS portal by Faculty (MOODLE)	NIL	C	
45	Use of ICT evaluation Tools (Plickers, Kahoot etc.)	Plickers and Kahoot are used for evaluation	C	
46	No. Of Videos prepared / presented through Presentation tube	10	A	We really appreciate the effort of Gopi, Computer faculty for starting his own channel and this has nearly 45K viewers to its credit
47	No of TOTs conducted on ICT tools in Teaching	75%	A	
48	Average daily attendance in the Biometric devices from last one month	Biometric for students is not still installed	C	This should be installed on warfooting
49	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	20%	C	Better to plan atleast two national seminars in a year
50	Co-Curricular Activities (College level)	Maintained	A	
51	Seminars/conferences/workshops organised in 2018-19		A	
52	Academic Competitions (College Level & Above)	Maintained	A	
53	Conduct of Internal Examinations-Internal assessment	Maintained	A	

54	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	Maintained	A	
55	Pass percentage of students (Group wise) in 2018-19	Proforma Enclosed	A	
56	Percentage of students undertaking field projects / internships	20%	A	This can be improved
57	Remedial Classes	Maintained	A	
58	Conduct of Bridge course	Maintained	A	
59	Feed back on Teachers by Students and its analysis	Maintained	A	
60	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	Maintained	A	We strongly suggest to record this on line
61	No of Mana TV Special Live Programmes by Faculty/Students	NIL	C	Better to explore this possibility after due to consultation with concerned
62	No. Of registrations on MOOCS platform : a) Teachers b) Students	Teachers: 10 Students:200	A	This has to be improved
63	No. of course completion Certificates obtained by teachers through MOOCs platform	Teachers: 09	C	Teachers can enrol in course era and other platforms for this purpose
64	No of course completion Certificates obtained by students through MOOCs platform	Students: 30	B	Students should be encouraged to register and pursue MOOCs courses
65	Other ICT initiatives if any (Swayam, Swayam Prabha - DTH(Direct To Home), or Down loaded lessons)	All faculty & 30 Students Registered on Swamyam	B	Initiatives should be taken in this direction
66	Students' Grievances/Redressal (Examination Cell) Report	Enclosed	B	

67	Automation details of Exam Cell	Not yet but planning	C	This should be completed at the earliest behest
68	Student Satisfaction Survey	Maintained	A	
III-RESEARCH, INNOVATIONS AND EXTENSION				
69	Is the College a Recognized Research Centre	No	C	Staff along with principal should try to establish a separate research centre
70	Policy for Promotion of Research (A)	No clear policy	C	A policy for this is to be designed for future
71	Institutional Seed money for Research	NIL	C	Management should be consulted for this immediately
72	No. of Research Guides in the College	NIL	C	We recommend the staff to apply for guideship after obtaining sufficient PG teaching experience
73	No. of Research Scholars working for M.Phil & Ph. D	NIL	C	
74	Research Projects funded by Govt/Other Organisations	NIL	C	
75	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	NIL	C	We strongly suggest that all the faculty should apply for MRP
76	Code of Ethics/ Plagiarism software	NIL	C	
77	Research Papers/Chapters Published in 2018-19 (SCOPUS, Web of Science ,ISBN/ISSN, ICI)	15	B	

78	Papers Presented in 2018-19 (International/ National/ State)	10	B	
80	Books Published in 2017-18 (Single Author/ Co Author)	NIL	C	
81	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	NIL	C	This can be planned with due consultation with University staff members
82	No. Of teachers registered in ORCID / VIDWAAN	1	C	This has to be improved
83	Bibliometrics details	Not available	C	
84	Consultancy Policy	NIL	C	This should be implemented immediately
85	Record of Consultancy in 2018-19	NIL	C	
86	Whether the Institution has created an ecosystem for innovation/Start ups including incubation centre and other initiatives for transfer of knowledge	NO	C	This can be planned with due consultation with University staff members
87	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	NIL	C	
88	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents	Maintained	A	
	Collaborations for Research/Faculty Exchange/ Student Exchange (Attach MoUs/Linkages)	It is planned in future	B	
89	Record of Subject/Department Related Extension Activities	Maintained	A	
90	Number of extension programmes conducted (apart from NSS/NCC) in the neighbourhood community to sensitize the students	5 ODF/Plantation/AIDS rallies	A	

91	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	Voter Awareness ODF Blood Donation Jnanabhumi	A	
92	Details of students participating in extension activities with Government Organisations, Non-Government Organisations, Gender Issues, UBA etc.	Enclosed	A	
IV. INFRASTRUCTURE AND LEARNING RESOURCES				
94	Number of Class rooms, Labs and computing equipment	Class rooms-20 Labs-10	A	
95	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A full fledged gym is maintained	A	
96	Classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	Present	A	
97	Women's Waiting Hall	Present	A	
98	No. Of Toilets : i) Staff - a) Men b) Women; ii) Students - a) Men b) Women c) Differently abled	Men-6 Women-2 1+1 Block	A	
99	Budget allocated for infrastructure augmentation (CA certified statement)	NIL	C	Management should be consulted for this immediately
100	Library is automated using Integrated Library Management System & NDL	Automated	B	Efforts should be taken to digitalize the library
101	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	NIL	C	Staff along with principal should try to collect monograms

102	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases (Give website URL)	Yes	B	
103	Expenditure for purchase of books and journals in 2018-19 (CA Certified statement)	purchased	B	Management should be consulted for this immediately
104	Percentage per day usage of library by teachers and students including Logins for INFLIBNET/NLIST	Teachers:75 Students:25	A	Students should be encouraged to make use of library
105	IT Facilities a) English Language Lab b) JKC Lab c) Computer Labs d) APSSDC Lab e) Student Computer Ratio f) Wi-fi enabled campus e) Media Centre / Studio	Nil 02 01 1:3 Wi-fi Enabled (BSNL & JIO)	A	
	Bandwidth of Internet Connections with details	Band width 20MBPS	A	
106	AMC details if any		A	
107	Insurances covered for infrastructure if any		C	
108	Expenditure incurred on a) Newly established b) maintenance of facilities (Classrooms, Equipment,sports, Auditorium & seminar halls etc.) excluding salary component	yes	C	
110	Established Systems & Procedures for maintenance of Classrooms,Labs and academic support facilities	It is in the process	C	Process should be hastened
V-STUDENT SUPPORT AND PROGRESSION				
111	Average percentage of students benefited by scholarships by the Government in 2018-19	90%	A	

112	Average percentage of students benefited by scholarships by the Institution in 2018-19	5%	C	This has to be improved with due consultation with NGOs
113	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2018-19	20%	B	This can also be improved for establishing a career guidance cell
114	Average percentage of placement of outgoing students in 2018-19	20%	C	
115	Student grievances Structure, redressal mechanism & Periodicity	Grievence box is kept	A	
116	Number of capability enhancement and development schemes conducted (like Training for Competitive Exams, Career Guidance, Remedial coaching etc.)	4	B	This needs special attention and frequent awareness camps should be conducted for this
117	Percentage of student progression to higher education	70%	A	
118	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.)	Constable-10	B	Steps should be taken to improve this immediately by establishg caree guidance cell
119	Number of awards/medals for outstanding performance in sports/cultural activities	Maintained	A	
120	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	Maintained	A	
121	Records of significant achievements in Sports & Games	Maintained	A	
122	Number of sports and cultural activities / competitions organised in the Institution in 2018-19	Maintained	A	

123	Feed back from Employees on Online Web Job Portal, APSSDC(AP State Skill Development Corporation),SSC (Skill Sector Council)	It is planned in future	C	
124	Alumni contribution in 2018-19 (In Rs) (CA audited statement)	9.30 Lakhs	A	
125	Number of Alumni Association /Chapters meetings held in 2018-19	01 held in 2018 01 to be held on 10th March, 2019	A	
126	Number of industries identified & mapped locally for Internships/Placements	2	B	
127	MOU - SSC Organisations	5	A	
128	Maintenance of JKC facilities & records			
129	Record of Student trained and placed in JKC	APITA	A	
130	Record of Anti Ragging cell	Maintained	A	
131	Record of Women Empowerment Cell (WEC) No.of Times reviewed ? No.of activities conducted ?	Maintained	A	
132	Record of Internal Complaints Committee(ICC) Committees constituted or not ? No.of Times reviewed ? No.of Complaints filed ?	Yes 2/2	Action Taken: It is addressed	
133	Maintenance of drinking water (R.O.Plant)	Maintained	A	
134	Maintenance of sanitation	Maintained	A	
135	Number of awards and recognition received for extension activities from Government/ recognised bodies	NIL	C	
136	No.of Executive Development Programms (EDP) conducted	NIL	C	
VI-GOVERNANCE AND LEADERSHIP				
137	Staff Council Register	Maintained	A	

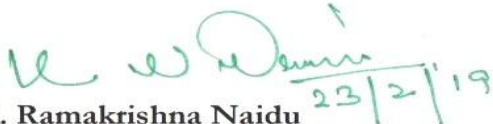
138	Functioning of Committees in Administration (Minutes of meetings)	Maintained	A	
139	Awards/Achievements	Jnanabhumi Award	A	
140	Use of ICT in Governance	Moderately used	B	
141	Implementation of CFMS / PFMS	Maintained	A	
142	Number of RTI issues addressed	1	A	
143	Perspective/Strategic plan and deployment documents	Designed	A	
144	Organizational structure of the Institution	Maintained	A	
145	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	Successfully implemented	A	
146	Percentage of teachers provided with seed money financial support to attend conferences / workshops and towards membership fee of professional bodies in 2018-19	NIL	C	This should be addressed by due consultaion with management
147	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2018-19	NIL	C	HRD centre at BAPATLA can be consulted for this
148	Percentage of teachers attended professional development programs(Faculty Development Programme, Orientation Program, Refresher Course, Short Term Course, Post Doctoral Fellowship etc.) in 2018-19	20%	B	All eligible staff members should apply for Ocs and Rcs
149	No. Of faculty undergone / attended: FDP, PDF, OC, RC, Short Term Course, other Trainings if any.	Nil	C	All eligible staff members should apply for Ocs and Rcs
150	Funds / Grants received from non-government bodies, individuals, philanthropists in 2018-19	NIL	C	


151	Average number of quality initiatives by IQAC for promoting quality culture per year	10	B	
152	Participation in NIRF-2018, If participated mention rank below 200	Participated	B	
153	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	Maintained	A	
154	Decentralisation and Participative Management Procedure	is in process	B	
155	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	Moderately implemented	B	
156	Teachers attending OC /RC/FDP	20%	B	
157	Performance appraisal system for Teaching and Non-Teaching Staff	Is appraised periodically	B	
158	Strategies for Mobilisation of Funds	NIL	C	Strategies for the same need to be evolved
159	Funds /Grants received from non-government bodies and philanthropists (CA Audited statement)	Maintained	A	
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
160	Social Responsibility: Programs such as Nava Nirmana Deeksha, Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.	Participated	A	
161	Gender Equity Promotion Programmes and facilities to address gender Sensitivity	Maintained	A	


162	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.,)	Maintained	A	
163	Percentage of power requirement of the Institution met by the renewable energy sources (solar panels)	25%	B	
164	Waste Management steps taken	Yes	A	
165	Rain water harvesting structures and utilization in the campus	Well established	A	
166	Facilities for Differently abled (Divyangjan) (ramp, railings scribe for examination etc.,)	NIL	C	Ramp should be constructed and wheel chair facility should be arranged
167	Record of best/innovative practices by the institution	Maintained	A	
168	College Activity Register 2018-19 & Hard Copy of AQAR 2017-18 (should be available with the Principal & Placed in College Website)	Maintained	A	
	The number of classes(per week) taken by the Principal	2	A	
169	Research projects/Publications/ study material developed in 2018-19 by the Institution(Should be available in college website)	Study material is available	B	
170	Initiatives taken to engage and contribute to local community	Frequent interactions are arranged	B	
171	Code of Conduct Book for Principal/Staff/Non Teaching and Students	Available	A	
172	Display of Core Values	Displayed	A	


173	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights	Maintained	A	
174	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course	Maintained	A	
175	Institutional and Departmental Best Practices	Maintained	A	
College Grading - 'A'				

Academic Advisors


Dr. K. Ramakrishna Naidu
Principal


Dr.ACR Diwaker Reddy,
 Lecturer in Political Science,
 Govt.College (A) Anantapur


T. Venkata Ramana,
Vice Principal,


G.L.N.PRASAD,
 Lecturer in Zoology,
 Govt.College (A) Anantapur

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