

Government of Andhra Pradesh
Commissionerate of Collegiate Education
Academic & Administrative Audit (AAA) – 2023-2024

FORMAT – I (COLLEGE PROFILE)

PART- A

1. Name of the College and Address

Government Degree College, Narayanavanam Road, Puttur, Tirupati
Dist, Andhra Pradesh-517583
URL of Website: www.gdcputtur.edu.in
E- Mail: puttoor.jkc@gmail.com
Phone number: 08577-261480

2. Vision & Mission

Vision:

- With the noble aim of all-round development of students, the institution aspires to provide potential education with knowledge, application, skill development, accountability, commitment with prime focus on human values and social responsibility.

Mission:

- To inspire students to acquire knowledge and skills through quality teaching and learning methodologies.
- To transform the students as responsible citizens with intellectual excellence.
- To inculcate human values through curriculum and community-oriented activities.
- To shape the students' inherent strength and explore it in the right direction to excel themselves.

3. Name of the Principal, email, and mobile Number

Dr. G. Srinivasulu Reddy, gsreddymaths@gmail.com, Ph.No:9441117336

4. Name of the Vice-Principal, email, and mobile Number

Dr G Koteswaraiah, koteswaraiahgunduru@gmail.com , 9182890572

5. Name of the IQAC Co-ordinator, email, and mobile Number

Dr P Sujana, sujanapapani@gmail.com ,8333824096

6. * Name of the Academic Co-ordinator (for Autonomous Colleges), email, and mobile Number

Sri. V. Veeraiah, yummidi.veeraiah63@gmail.com Ph. No: 8142538870

7. Year of Establishment :11.09.1983

8. UGC 2(f) and 12 B status (certificates to be verified)

Recognized by the UGC under 2(f) and 12 (B) sections w.e.f. 18.01.1995:

Yes **(View the Evidence)**

9. Autonomous status – NO

10. RUSA status

S. No	Amount Released	Amount Utilized from 2015-16 to 2020-21	Balance	Remarks
1	19 Lakhs	1.8 cores		

11. College land and Plan details /documents

Own land with an extent of 6.89 acres

12. Affiliation status : Permanent / temporary (certificates to be verified)

UG & PG affiliation - ([View the Evidence](#))

13. AISHE Status – Document

AISHE Code: C-27805 ([Evidence Enclosed](#))

14. NAAC Status -

- Previous NAAC Cycle date and Month:31-03-2021
- Date of Expiry:30-03-2026
- Previous Grade and CGPA (certificates to be verified):B++ (CGPA: 2.76)

15. Status of peer team recommendations

S. No	Recommendations made	Recommendations fulfilled
1	Employability of Students Should be Increased by developing regular contact with the industries	- Job drives are being conducted on JKC Platform on quarterly basis. - In addition to that Skill development centre is also taking up Job drives with support of the College. - Department of Chemistry undertook two job drives with the pharmaceutical industries
2	Engage Alumni and all the stakeholders in a more tangible way	Alumni of this college is very active in development Activities and constant support
3	Provide an effective language Lab and engage Resource Persons from relevant institutions to enhance their communication skills	The college has English Language Lab facility which was established in 2007. To update the systems and required software, a letter has been drafted to CCE.
S.	Recommendations made	Recommendations fulfilled

No		
4	Inculcate research Environment in the college	- The college has 30 faculty with Ph.D and all are actively engaged in the research activity in their respective subjects. - Department of Telugu, Commerce and Hindi are recognized as research center and have one scholar each in these departments - To boost a research committee has been constituted in the college which identifies best publication in the college during an academic year and felicitates them
5	Motivate Faculty to publish papers in National & International Journals approved by UGC with good impact factors	- IQAC motivates the faculty to publish research papers in reputed journals with good impact factors. - Faculty have published 29 Research articles in various UGC recognized Scopus journals
6	Attract External funding to Provide a push to research and developmental activities on the campus	The department of Chemistry signed two Functional MOUs with two Pharmaceutical companies to give students a platform for research.
7	NET/SET coaching classes should be conducted on Regular Basis	During summer holidays PG departments have planned for giving coaching for NET/SLET
8	Expansion of Academic Programs should be considered in the discipline of science and with the addition of some vocational courses keeping in view the requirements of the region	Single Major Honours BA, BSC and BCom undergraduate Programmes were introduced from 2023-2024 academic year
9	Wifi Coverage should be increased to possible common areas frequented by students such as canteen, common rooms and Library.	The college has Wi-Fi facilities in the campus. As per the recommendation of the peer Team, College is trying to provide Wi-Fi connecting all the places.
10	Amenities like separate cabin for faculty equipped with internet facility and common room, additional washrooms for Students should be provided to the extent possible	Requested permission from Commissioner of collegiate education to construct new toilet blocks from left over RUSA funds

16. Previous Recommendations of Academic Audit of the CCE

No. of suggestions made	No of suggestions implemented
10	9

Action Taken Report

No. of suggestions made	No of suggestions implemented
Recommendations by AA*	Action Taken
I. CURRICULAR ASPECTS	
1. Start New Certificate Course	Already three departments started Certificate courses for the Academic year 2023-24 and remaining departments will

	be starting at least one certificate courses in the year
2. TEACHING, LEARNING AND EVALUATION 1. Reports by various committees must be indexed 2. ICT Registers should be maintained. 3. Use of Virtual classes may be increased and recorded properly.	• Indexing for all records is being practiced from this academic year 2023-24 • ICT & Virtual classes will be increased
3. RESEARCH 1. Faculty are advised to apply for Research Guideship. 2. Major and Minor projects must be applied 3. Publications may be improved 4. Extension activities may be improved 5. Faculty exchange and student exchange must be improved	• Eligible staff members are encouraged to send proposals for guide ship • Faculty are encouraged to submit proposals for project works and also publish more in UGC care list journals
4.INFRASTRUCTURE & LEARNING RESOURCES 1. JKC Lab must be renovated with more number of systems 2. Physical education department must be updated. 3. Capacity building programmes may be extended to more departments.	• Proposals submitted to CCE • It will be upgraded soon subjected to available funds • Inter faculty forum is organizing Capacity building programmes every month
5.STUDENT SUPPORT AND PROGRESSION 1. Students' grievance and redressal mechanism may be improved 2. Students are encouraged to participate in more state level, national level academic research platforms. 3. Sexual harassment and anti-ragging committee may be framed. 4. Student progression higher education and employment register must be maintained along with proofs by every department.	• Online mode of Students' grievance and redressal mechanism has been improved • Already formed and it will be streamlined soon • Proofs will be attached registers for Student progression higher education and employment
6.Governance and Leadership 1. Meeting minutes and action plan by all committees should be placed in the website and followed. 2. Organogram should be printed and placed in front of Principal's chamber	• It is being placed in website under student support system • Organogram is placed in website
7.Institutional values and Best Practices Best practices register must be maintained by every department in NAAC format and same may be uploaded in the website.	• Yes, it will be practiced from the academic year 2023-23
No. of suggestions made	No of suggestions implemented

8.NAAC STATUS/STEPS TO BE TAKEN FOR BETTER NAAC GRADE - Records must be maintained in NAAC format in a organized way. - Research and MOUs must be encouraged among the staff.	Records will be maintained in NAAC format from the academic year 2023-24 on wards
9.SUGGESTIONS TO DEVELOP/STRENGTHEN THE COLLEGE Focus on more admissions and progression of the students	Yes- Admission drive at Junior colleges and Open da Programmes for junior college students were being practiced from 2023-24 to enhance admissions
10. IMMEDIATE REQUIREMENT IF ANY TO OBTAIN BETTER NAAC GRADE SWOC Analysis and team work.	Departments will be submitting SWOC analysis based on that IQAC will be fixing very short term , short term and long term goals for departments

17. NIRF Rank (if any) : NIL **Year:** 2023

18. Green Audit Report by Government Agency: Nil **Year:**

19. Awards & Achievements for the institution during the current Academic Year with details:

PART-B

1. No. of Programmes Offered by the College

Year		2022-23	List of Programmes	2023-24	List of Programmes
Number of Programmes	UG	11	1. B.A – HEP 2. B.A-Comp 3. BA-PEP 4. B.Com Gen 5. B.Com C.A 6. BBA 7. B.Sc BZC 8. B.SC MPC 9. B.Sc MPCS 10. B.Sc-BBTC 11. B.Sc- MiBC	10	1.BA-Economics (Honours) 2.BCom-General(Honours) 3. BCom-CA(Honours) 4.BBA (Honours) 5. BSc-Botany(Honours) 6.BSc-Chemistry(Honours) 7. BSc-Com. Science (Honours) 8. BSc-Mathematics (Honours) 9. BSc-Physics (Honours) 10. BSC-Zoology (Honours)
	PG	05	1. M Com-Regular 2. MSc-Botany 3. MSc-Organic Chemistry 4. MSc-Mathematics 5. MSc-Physics	05	6. M Com-Regular 7. MSc-Botany 8. MSc-Organic Chemistry 9. MSc-Mathematics MSc-Physics

2. No of Value Added Courses introduced (last two years)

Year	2022-23	List of Courses	2023-24	List of Courses
Value Added courses	16	1. Tourism guidance 2. Human Values and Professional Ethics 3. Insurance Promotion 4. Electrical Appliances 5. Plant Nursery 6. Business Communication 7. Logistics & Supply Chain 8. Survey & Reporting 9. Social Work Methods 10. Information & Communication Technology 11. Dairy Technology 12. Solar Energy 13. Analytical Skill 14. Retailing 15. Environmental Education 16. Environment Audit	11	1. Entrepreneurship Development 2. Leadership Skills 3. Analytical Skills 4. Digital Literacy 5. Marketing Skills 6. Stock Operations 7. Business Writing 8. Investment Planning 9. ICT 10. Cyber Security 11. Tourism and Guidance

3. Details of teaching faculty

No of posts	Sanctioned	Working	Vacancies
Regular	45	38	05
PTL	-	-	-
Contract	-	02	-
Guest	-	05	-
Total	45	45	05

4. Qualifications of teaching staff

Teaching Staff	PG	M. Phil	Ph.D	NET/SET
Regular	38	09	30	28
PTL	-	-	-	-
Contract	02	01	-	-
Guest	05	-	-	-
Total	45	10	30	28

5. Details of non- teaching faculty

No of posts	Sanctioned	Working	Vacancies
18	18	09	09
Total	18	09	09

6. Student strength particulars

a) During the last two years

Year	2022-23			2023-24		
No. of students	I	II	III	I	II	III
UG	206	302	269	267	172	286
PG	28	33	-			

7. No of students appeared in the final year exams during the last two years

Year	2022-23			2023-24		
Programme wise	A	P	%	A	P	%
III B.A HEP	10	10	100	9	5	56
III B.A -ADV.TEL	9	9	100	-	-	-
III B.A-PEP	7	7	100	7	4	57.14
III B.A-COMPUTERS	12	12	100	13	7	53.85
III B.COM -GEN	30	19	63.33	18	6	33.33
III B.COM(CA)	70	54	77.14	87	61	70.11
III B.B.A	15	15	100	11	11	100
III B.SC (B.Z.C)	14	14	100	21	8	38
III B.SC(M.P.C)	0	0	0	5	2	40

Year	2022-23			2023-24		
Programme wise	A	P	%	A	P	%
III B.Sc -M.P.CS)	35	35	100	35	13	37.14
III B.Sc-BBTC	20	20	100	21	7	37.14
III B.SC-MiBC	14	14	100	17	8	47.06
TOTAL	253	226	89.33	244	132	54.09

8. Teacher – student ratio (Current Year)

1:14.6 (No. of Teachers-43: Total no. of students -628)

9. Infrastructure details (Physical and Academic facilities of Criterion-IV)

Sl. No	Facility	Status
1	Total no of class rooms	25
2	Total no of laboratories	08
3	Total no of digital classrooms	03
4	Total no of virtual classrooms	01
5	Total no of ICT enabled classrooms	04
6	Total no of studios	00
7	Total no of Computers	141
8	Student & Computers Ratio	5:1
9	Total no of printers	15
10	Total no of scanners	4
11	Total no of Xerox facility	01
12	Total no of Wi-Fi routers	4
13	Internet Bandwidth	100 MBPS
14	Seminar halls	01
15	Auditorium	01
16	Details of sports facilities - Gymnasium (No of stations)	01
17	Rooms for administration	Yes
18	Water – RO facility	Yes(02)
19	Toilets for staff (Men/Women/Differently abled)	Yes
20	Toilets for students (Men/Women/Differently abled)	Yes
21	Divyangan friendly facilities (Ramps/Lifts/Softwares)	Yes
22	No of fire extinguishers in the labs and corridors	Yes
23	Library	
	• No. of Books & Journals	36485
24	• Status of Automation	e- Grandhalaya Version-3.0 (partial)
25	• E-journals	N-list
26	• Nlist subscription	Yes
27	• Internet	Available

Sl. No	• Facility	Status
28	• Foot Fall	Open Access
29	• E-footfall	-
30	• Xerox Facility (at Library)	Available
31	Women's waiting hall	Yes
32	Grievance Redressal Cell	Yes
33	Health Centre	No
34	ELL	Yes-Systems outdated
35	JKC Lab	No
36	Computer Labs	05
37	Canteen Facility	Yes
38		

10. Research :

❖ No of collaborations / Functional MoUs

Year	2022-23	2023-24
Number of collaborations / MoUs	02	02
No. of Follow up Activities	01	02

❖ No of publications in UGC – CARE listed journals

Year	2022-23	2023-24
Number of Publications	34	29

❖ No of start-ups

Year	2022-23	2023-24
Number of start-ups	NIL	NIL

❖ No of patents

Year	2022-23	2023-24
Number of patents	NIL	NIL

❖ No of Research Guides

Year	2022-23	2023-24
Number of Research Guides	02	01

❖ **No of Research Scholars**

Year	2022-23	2023-24
Number of Research Scholars	03	01

❖ **No of Major/ Minor Research Projects**

Year	2022-23	2023-24
Number of Major RPs	NIL	NIL
Number of Minor RPs	NIL	NIL

❖ **Incubation Centre with Research Facility: NO**

❖ **Consultancy offered:**

Area	Organization (MoU)	Revenue Generated
-	NIL	

11. Policies prepared and implemented (Give Details)

1. **Research Policy:**

<https://gdcputtur.edu.in/admin/uploads/pdf/1200Research%20Policy.pdf>

2. **Guidelines for Best Researcher award:**

<https://gdcputtur.edu.in/admin/uploads/pdf/5571Guidelines.pdf>

12. No. of Committees appointed (Provide links of meeting minutes & reports)

<https://gdcputtur.edu.in/userfiles/C%20C%20%202022-23.pdf>

13. Extension activities (Current year)

a) No. of Extension activities in the Neighborhood for social and holistic development : 05

S.No	Date	Name of the Activity	Organized by	Students & Staff participated
1	15-12-2023	Conduct of Blood Donation camp	NSS & NCC	70
2	01-03-2024	Conduct of Blood Donation	YRC	30
3	23-11-2023	Conduct of Swatcha Bharat	NSS & NCC	80
4.	01-12-2023	Conduct of World AIDS Day (Mass Rally)	NSS & NCC	100
5	15-12-2023	Aids Awareness Programme	YRC	69

b) No of Extension activities conducted through NSS/NCC/ RED CROSS/YRC- 15

Sl.No.	Name of the activity	Organising unit/ agency/ collaborating agency	Year of the activity	Number of students participated in such activities
1	International Anti drug day	NSS,NCC, YRC, RRC	25-06-2023	80
2	Independence day celebrations	NSS,NCC	15-08-2023	60
3	Clean and green programme	NSS	25-08-2023	70
4	Swachh Bharath Abhiyan	NSS,NCC	23-11-2023	80
5	NCC Day Celebrations	NCC	27-11-2023	60
6	Republic day celebrations	NCC	26-01-2024	60
7	Clean and green programme	NCC	07-02-2024	70
8	Voters awareness campaign	NCC	06-02-2024	85
9	National deworming day	NCC	9/2/2024 & 16/2/2024	95
10	WEC Orientation Programme	WEC	30-08-2023	60
11	Gender Campaign	WEC	25/11/2023 to 23/12/2024	45
12	Gender Equality	WEC	29-11-2023	50
13	Health and Hygeine	WEC	01-12-2023	45
14	Debate on Junk food	WEC	16-12-2023	20
15	Samkranthi Sambaralu	WEC	12-01-2024	150

c) No of Extension activities in collaboration with government agencies -10

Sl.No.	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Number of students participated in such activities
1	Ek tatk- Ek Ganta	NSS,NCC	Central Government	01-08-2023	70
2	Matti pramidalu programme	NSS,NCC, YRC, RRC	Central Government	28-08-2023	100
3	Rasrtriya ekta diwas	NSS,NCC, YRC, RRC	Central Government	31-10-2023	100
4	Amrith kalasa yathra programme	NSS	Central Government	11-10-2023	60
5	Vikasith Bharath	NSS	Central Government	20-01-2024	80
6	Horse show	NCC	Govt. Organizations	01-03-2024	40
7	Girls Students Health & Hygiene	WEC	Health department	11-10-2023	40
8	Indian laws for Women Protection	WEC	Law Department	28-11-2023	60
9	FIT India	WEC	Central Government	24-02-2024	10
10	International Women's Day celebrations	WEC	Central Government	08-03-2024	120

d) No of Extension activities in collaboration with Non-Governmental Organizations :01

Sl.No.	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Number of students participated in such activities
01	Stress Relaxation	WEC	NGO	28-10-2023	35

14. Feedback, Student Satisfaction Survey mechanism adopted : (Provide Link)

<https://gdcputtur.edu.in/admin/uploads/pdf/9703Student%20Satisfactor y%20Survey-2023-24.pdf>

15. Alumni Association – involvement and activities : 02

No. of meetings conducted : 01

16. Awards and achievements-current year (to be verified -)

Student Achievements 2023-24						
Sl.No.	Name of the award/ medal	Team / Individual	Name of the student	Inter-university / State / National / International	Name of the event	Month and Year
1	Sports Merit Certificate	Individual	D Jagadeeswar	Inter University	Karate	01-04-2024
2	Sports Merit Certificate	Team	D Balagi	Inter University	Football	01-04-2024
3	Sports Merit Certificate	Team	E Dinesh	Inter University	Football	01-04-2024
4	Sports Merit Certificate	Team	C Jagadeesh	Inter University	Football	01-04-2024
5	Sports Merit Certificate	Team	T Uday Kiran	Inter University	Football	01-04-2024
6	Sports Merit Certificate	Team	M Haribabu	Inter University	Football	01-04-2024

❖ **Staff -State Best Teacher Award -Dr M Vishnu Prakash**

17. Total no of scholarships and free ships (Current Year): 545

Total Amount in Rs:- 22,89,443

18.Total no of capacity building and skill development activities conducted by the college (Current Year)

Teaching	02
Non –Teaching	-

19. Trainings conducted by JKC for competitive exams during the last two years

Training:

Year	2022-23	2023-24
Number of students registered	77	97
Number of students trained	77	97
a. from your GDC	77	97
b. from other colleges	0	0

Evidences:

Placements:

Year	2022-23	2023-24
No. of companies visited the campus	4	10
Number of students Placed	131	213
a. from your GDC	108	166
b. from other colleges	23	47

Evidences:

CSP:

Year	2022-23	2023-24
Number of students Participated in CSP	26	121
a) B.A	74	13
b) B.Com	75	118
c) B.Sc	175	90

Internship:

Year	2022-23	2023-24	
Number of students completed Internship	Short term	Short term	Long term
d) B.A	36	23	36
e) B.Com	117	72	118
f) B.Sc	110	63	110
Total	263	158	264

Type of Internships:

Year	2022-23	2023-24
Total No of Physical Internships	516	422
Total No of Online Internships	-	
Total No of paid Internships	-	

20. Student Support and Progression

A. Students Progression to Higher Education (Programme wise)

Year	2022-23	2023-24
Number of students	32	39
a) B.A	04	02
b) B.Com	15	22
c) B.Sc	13	15

B. Employment (Programme wise)

Year	2022-23	2023-24
Number of students	32	166
a) B.A	03	36
b) B.Com	11	81
c) B.Sc	18	51

C. [Entrepreneurship (Programme wise)]

Year	2022-23	2023-24
Number of students	NIL	NIL
a) B.A	NIL	NIL
b) B.Com	NIL	NIL
c) B.Sc	NIL	NIL

21. Grants/funds received from (in Lakhs/Rs.)

- A. Government
- B. Non-governmental bodies
- C. Individuals/ Philanthropists
- D. CSR
- E. Budget allocated for Infrastructure
- F. Expenditure for Books & Journals

Budget Sanctioned Rs.20,500; Utilized Rs. 20,500

A. Government	
1. State government	:Rs. 20,500
(130/131,133,135,138)	
B. Non-governmental bodies	: NIL
C. Individuals/ Philanthropists	
1. Alumni fund	: Rs. 15500
2. CPDC fund	: Rs.
D. CSR	: NIL
E. Budget allocated for Infrastructure	
F. Expenditure for Books & Journals	:Rs. NIL
Budget Sanctioned	:Rs NIL
Utilized	: Rs NIL

State Government Grants-2023-2024

S.No	Head A/C	Item	Sanctioned Rs.	Utilized Rs.	Balance Rs.
1	130/131	SP & TEL	10,000	10,000	-
2	130/133	W & Ele	NIL	NIL	NIL
3	130/135	Stationary	5,500	5,500	-
4	130/138	Internet	5,500	5,500	-
5	160/162	SC book bank	-	-	-
Total			20,500	20,500	-

22. Governance and Leadership

- ❖ Institutional Development Plan (Next two years)
- ❖ Institutional distinctiveness in specified area

<https://gdcputtur.edu.in/userfiles/Plan%20of%20Action%20by%20IQAC.pdf>

23. Contribution of IQAC-Incremental changes during the last two years

- ❖ Regular internal audits
- ❖ Preparation of institutional strategic plans and annual plans
- ❖ Feedback collection and analysis
- ❖ AQAR preparation
- ❖ Organizing 4 quarter IQAC external meetings

Evidences:

<https://gdcputtur.edu.in/admin/uploads/pdf/5320IQAC%20Initiatives%202023-24.pdf>

24. Best Practices of Institution

1. Water analysis
2. Celebration of Formers day

Evidences: <https://gdcputtur.edu.in/admin/uploads/pdf/33417.2.1-%20College%20Level%20Best%20Practices.pdf>

25. Evaluative Reports of the Departments (Provide Links)

Yes Maintained

26. For Autonomous Colleges

A. Academic Council

- Last Academic Council meeting date
- Major decisions for enriching curriculum/Academics

B. Controller of Examinations

- Examination reforms proposed and implemented
- CIA
- Mechanism for addressing grievances
- Mechanism for transparency in setting up of Question papers
- Mechanism for appointing examiners
- Mechanism adopted to ensure the security of information
- CoE expenditure report with details

C. Board of Studies

- Mechanisms for updating curriculum
- Justification Reports for Curricular revamp

D. Governing Body

- Last G.B meeting date
- Major resolutions for administration

27. College Handbook (to be uploaded on the college website)

Yes, uploaded in the college website-Link

28. College Magazine (to be uploaded on the college website)

NIL

29. Monthly News Letters(to be uploaded on the college website)

Yes, uploaded in the college website-Link

30. Departmental meeting Minutes Registers (to be verified)

Yes , Maintained at Departments

31. Reports of various committees (to be verified)

Yes, Maintained Link-

<https://gdcputtur.edu.in/page.php?menu=administration&slug=college-committee>

32. CPDC/Finance Committee Meeting Minutes Registers (to be verified)

Yes , Maintained at Principal office

33. Implementation status of Biometric Attendance and TLP Reports (to be verified)

Yes , Maintained


PRINCIPAL
Govt. Degree College
Puttur.
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