

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 : IV

District : CHITTOOR

COLLEGE PROFILE			
1	Name of the College, URL of Website, email and Phone number	Govt. Degree College, PUTTUR, www.gdcputtur.edu.in, puttoor.jkc@gmail.com, 08577-260180	
2	Name of the Principal, email & Mobile Number	Dr. R. Rajendra Naidu, rajendragdc@gmail.com, 9121180579, 9490017135	
3	Name of the Vice-Principal, email & Mobile Number	Dr. G. Suresh Babu, gsureshabu.lecturer@gmail.com,9959204643	
4	Name of the IQAC Coordinator, email & Mobile Number	Dr.T. Balasubramanyam Reddy, tbsreddy@gmail.com, 9440941868	
5	Year of Establishment & details of land available if any	11.09.1983, Own land with an extent of 6.89 acres	
6	Affiliating University & AISHE CODE:	S.V.University, Tirupati, Chittoor Dt. AISHE Code: C-27805	
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Grade (B), Cycle-2, Oct, 2013 CGPA: 2.52	
8	UGC Recognition (2f & 12 B)	Recognised by the UGC Under 2(f) and 12 (B) sections w.e.f. 18.01.1995	
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	10.00 AM to 4.00 PM	
10	No. of Posts Sanctioned: 46	Regular Working :40	Contract : 02 Guest : 14
11	Course wise & year wise Students strength particulars (Proforma enclosed)	Enclosed	
12	Current Year Admissions Abstract		

13	List of Programmes and Courses with Codes	14 UG Programmes & 5 P.G Programmes.		
I-CURRICULAR ASPECTS				
	Item	Impression of Academic Advisor along with grade A(Good)/		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
14	Implementation of Annual Institutional Plan	A	Good	
15	Departmental Annual Curricular Plans	A	Good	
16	Whether the above two circulated among Students?	A	Good	
17	College Activity Register 2018-19	A	Good	
18	College Calendar/College Magazine	A	Good	
19	Add-on Courses (Department-wise) completed during 2017-18	B	Satisfactory	
20	Add-on Courses (Department-wise) in 2018-19	B	Satisfactory	
21	Coverage of Syllabus (Average Percentage)	A	Good	
22	Teaching of Value added courses (HVPE & Foundation Courses)	A	Good	
23	No. of New UG & PG Courses introduced in 2018-19	B	Satisfactory	
24	Maintenance of Student Attendance Registers	A	Good	
25	Whether feedback on curriculum was obtained from stake holders and analysed	B	Satisfactory	Suggested to introduce
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	Good	

27	Social-economic status of students enroled(Group wise and Year wise) in 2018-19	A	Good	
28	Demand Ratio (Group wise)	B	Satisfactory	
29	Percentage of differently abled students (Divyangjan) on roll	A	Good	
30	Percentage of full time teachers against sanctioned posts in 2018-19	A	Good	
31	Student - Full time teacher ratio	A	Good	
32	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2018-19	-	-	
33	Teaching Diaries & Teaching Plans in Prescribed Formats	A	Good	
34	Use of ICT in teaching and learning	A	Good	
35	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	B	Satisfactory	
36	Co-Curricular Activities (College level)	A	Good	
37	Seminars/conferences/workshops organised in 2018-19	B	Satisfactory	
38	Academic Competitions (College Level & Above)	A	Good	
39	Conduct of Internal Examinations-Internal assessment	A	Good	
40	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	A	Good	
41	Pass percentage of students (Group wise) in 2018-19	A	Good	
42	Percentage of students undertaking field projects / internships	C	Poor	
43	Remedial Classes	A	Good	
44	Conduct of Bridge course	A	Good	
45	Feed back on Teachers by Students and its analysis	B	Satisfactory	
46	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	B	Satisfactory	

III-RESEARCH, INNOVATIONS AND EXTENSION

47	Is the College a Recognized Research Centre	C	Poor	
48	No. of Research Guides in the College	C	Poor	
49	No. of Research Scholars working for M.Phil & Ph. D	C	Poor	
50	Major/Minor/Other Research Projects	B	Satisfactory	
51	Research Papers Published in 2018-19 (International/ National)	A	Good	
52	Papers Presented in 2018-19 (International/ National/ State)	A	Good	
53	Books Published in 2018-19 (Single Author/ Co Author)	B	Satisfactory	
54	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	C	Poor	
55	Record of Consultancy in 2018-19	C	Poor	
56	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	B	Satisfactory	
57	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	C	Poor	Suggested to improve
58	Record of MoUs in 2018-19	C	Poor	
59	Record of Subject/Department Related Extension Activities	A	Good	
60	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A	Good	
61	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	A	Good	




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	B	Satisfactory	
63	Number of awards and recognition received for extension activities from Government/ recognised bodies	C	Poor	
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
64	Number of Class rooms, Labs and computing equipment	B	Satisfactory	
65	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A	Good	
66	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A	Good	
67	Budget allocated for infrastructure augmentation	A	Good	
68	Library is automated using Integrated Library Management System	C	Poor	
69	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	C	Poor	Suggested to improve
70	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	C	Poor	Suggested to improve
71	Expenditure for purchase of books and journals in 2017-18	B	Satisfactory	No CA Certificate maintained
72	Percentage per day usage of library by teachers and students	C	Poor	
73	Student-Computer ratio	B	Satisfactory	
74	Wifi in the campus	B	Satisfactory	
75	Updation of IT facilities	B	Satisfactory	

76	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A	Good	
77	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	C	Poor	Suggested to maintain Log Books
V-STUDENT SUPPORT AND PROGRESSION				
78	Average percentage of students benefited by scholarships by the Government in 2017-18	A	Good	
79	Average percentage of students benefited by scholarships by the Institution in 2017-18	C	Poor	
80	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	B	Satisfactory	
81	Average percentage of placement of outgoing students in 2017-18	C	Poor	
82	Student grievances redressal mechanism	A	Good	
83	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	B	Satisfactory	
84	Percentage of student progression to higher education	B	Satisfactory	
85	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.,)	C	Poor	
86	Number of awards/medals for outstanding performance in sports/cultural activities	B	Satisfactory	

87	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	B	Satisfactory	
88	Records of significant achievements in Sports & Games	B	Satisfactory	
89	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A	Good	
90	Alumni contribution in 2017-18 (In Rs)	C	Poor	
91	Number of Alumni Association /Chapters meetings held in 2017-18	C	Poor	
92	Maintenance of JKC facilities & records	B	Satisfactory	
93	Record of Student trained and placed in JKC	B	Satisfactory	
94	Record of Anti Ragging cell	B	Satisfactory	
95	Maintenance of drinking water	B	Satisfactory	Suggested to establish another RO plant
96	Maintenance of sanitation	B	Satisfactory	
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	A	Good	
98	Functioning of Committees in Administration (Minutes of meetings)	A	Good	
99	Awards/Achievements	C	Poor	
100	Use of ICT in Governance	B	Satisfactory	
101	Perspective/Strategic plan and deployment documents	C	Poor	
102	Organizational structure of the Institution	A	Good	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	B	Satisfactory	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	C	Poor	

105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	C	Poor	
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	B	Satisfactory	
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	B	Satisfactory	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	C	Poor	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	B	Satisfactory	
110	Participation in NIRF-2017	C	Poor	Suggested to Applied for NIRF Ranking
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A	Good	
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	B	Satisfactory	
113	Waste Management steps taken	B	Satisfactory	
114	Rain water harvesting structures and utilization in the campus	B	Satisfactory	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.)	B	Satisfactory	
116	Green Practices(plastic free campus, green landscaping etc.)	B	Satisfactory	
117	Record of best/innovative practices by the institution	B	Satisfactory	

118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website	A	Good	
119	The number of classes(per week) taken by the Principal	A	Good	
120	Research projects/Publications/ study material developed in 2017-18 by the College	B	Satisfactory	
College Grading - B				

<p> (R. RAJENDRA NAIDU) Name & Signature of the Principal with date 11/3/19</p> <p>_____ Name & Signature of the Vice-Principal with date</p>	<p>Name, Address, Contact No. & Signatures of Academic Advisors</p> <p>1  Dr. P. Sujana 11/3/19</p> <p>2  11/3/19</p> <p>3 Dr. S.V. Reddy, GDC, Naidupeta 9440079121</p>
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Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.