

Commissionerate of Collegiate Education, A.P
Academic & Administrative Audit of Degree Colleges
Format-I (Institutional Data)

Zone : I District : VISAKHAPATNAM

COLLEGE PROFILE				
1	Name of the College, URL of Website, email and Phone number	Mrs..A.V.N.College (Day and Evening), http://www.avncollege.ac.in/ , mrsavncollege@yahoo.com, 0891-		
2	Name of the Principal, email & Mobile Number	Dr.D.Vijaya Prakash, drvijayaprakash17@gmail.com, 9493139049		
3	Name of the Vice-Principal, email & Mobile Number	Lt.Smt.N.Krishnaveni		
4	Name of the IQAC Coordinator, email & Mobile Number	Dr.S.Srinivasa Rao, srravn@gmail.com, 9849057189		
5	Year of Establishment & details of land available if any	1860		
6	Affiliating University & AISHE CODE	Andhra University, Visakhapatnam		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	NAAC "A" GRADE (3rd CYCLE) with CGPA 3.07/4, September 2017.		
8	UGC Recognition (2f & 12 B)	Recognised by UGC under 2f and 12B		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	8 AM to 2.20 PM (Day & Evening College) and Composite College. 2.30 PM to 4.30 PM Remedial Classes, Project Works, Add on Courses etc		
10	No. of Posts Sanctioned:	Regular Working: 31 25 (DAY College), 06 (Evening College)	Unaided / PTLs: 37	Guest Working:1
11	Course wise & year wise Students strength particulars (Proforma enclosed)	I Year 481 (Day: 421 Evening: 60)	II Year 486 (Day: 406 Evening: 80)	III Year 299 (Day: 229 Evening: 70)
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
12	Implementation of Annual Institutional Plan	Implementing as per Plan	A	
13	Departmental Annual Curricular Plans	Each department prepared and following Curricular plans	A	
14	Whether the above two circulated among Students?	Circulated	A	
15	College Activity Register 2017-18	Maintained up to Date	A	

16	College Calendar/College Magazine	College Calendar and Student Hand Book Distributed to all Students	A	
17	Add-on Courses (Department-wise) completed during 2016-17	WEB Design, 3D Animation	B	More Add-on-Courses shall be introduced
18	Add-on Courses (Department-wise) in 2017-18	Telugu DTP, Tally	A	
19	Coverage of Syllabus (Average Percentage)	95%, As per plan	A	
20	Teaching of Value added courses (HVPE & Foundation Courses & Cluster Electives)	HVPV, Communication Soft Skills, ICT, Analytical Skills, Entrepreneur ship, Leadership education, Clusters in Maths, Statistics, Computers, Chemistry, Zoology, History	A	
21	No. of New UG & PG Courses introduced in 2017-18	Nil	D	Action take to establish new courses
22	Maintenance of Student Attendance Registers including Biometric Attendance	Maintained student attendance registers, Biometric attendance also maintained.	A	
23	Whether feedback on curriculum was obtained from stake holders and analysed	Feedback on curriculum is taken from stake holders and analysed	B	Satisfactory
Academic & Administrative Audit of Degree Colleges				
24	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2017-18	List enclosed	A	
25	Social-economic status of students enrolled(Group wise and Year wise) in 2017-18	List enclosed	A	
26	Demand Ratio (Group wise)	List enclosed	A	
27	Percentage of differently abled students (Divyangjan) on roll	20 students, 0.015%	B	Provide more opportunity
28	Percentage of full time teachers against sanctioned posts in 2017-18	$25+6 / 86+18 = 30\%$	B	Satisfactory
29	Student - Full time teacher ratio	1:44	A	
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	62 days (Andhra University)	A	

31	Teaching Diaries & Teaching Plans in Prescribed Formats	Teaching diaries and Teaching plans maintained as per format given by CCE	A	
32	Use of ICT in teaching and learning	Using PPT's, e-Classroom, online lessons. Youtube videos on topic wise, Science Projects preparation.	A	
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	50%	B	More Interest should be needed
34	Co-Curricular Activities (College level)	Various competitions like Essay writing, quiz, drawing, elocution etc. Conducted on the eve of Independence day, Sir.C.V.Raman Birth day	A	
35	Seminars/conferences/workshops organised in 2017-18	7 seminars / workshops organised in 2017-18 (List enclosed)	A	
36	Academic Competitions (College Level & Above)	District level youth festival conducted	A	
37	Conduct of Internal Examinations-Internal assessment	Per semester 2 internal exams being conducted and assess the students after evaluation.	A	
38	Teacher wise result analysis (MARCH/APRIL -2017 & SEP/OCT/NOV-2017)	List enclosed	A	
39	Pass percentage of students (Group wise) in 2017-18	List enclosed	A	
40	Percentage of students undertaking field projects / internships	2%	B	More exposure needed for field Trips / Projects
41	Remedial Classes	Remedial classes being conducted for slow learners (Record maintained)	B	To be conducted more
42	Conduct of Bridge course	Bridge course being conducted for newly admitted students (Record maintained)	A	
43	Feed back on Teachers by Students and its analysis	Feed back on teachers by students is taken and analysed	A	
44	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	SSS is taken on CCE prescribed format	A	

III-RESEARCH, INNOVATIONS AND EXTENSION

45	Is the College a Recognized Research Centre	Yes, document enclosed	A	
46	No. of Research Guides in the College	6	A	
47	No. of Research Scholars working for M.Phil & Ph. D	2	A	
48	Major/Minor/Other Research Projects	one Minor project in physics	B	Encourage faculty to apply
49	Research Papers Published in 2017-18 (SCOPUS, Web of Science , ICI)	52	A	
50	Papers Presented in 2017-18 (International/ National/ State)	20 - National, 1- International	A	
51	Books Published in 2017-18 (Single Author/ Co Author)	3 (E-Books)	B	Workout needed to publish more books
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	7	A	
53	Record of Consultancy in 2017-18	School of Distance Education, AU & Tax consultation	B	More consultancy opportunities should be taken
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	Nil	D	Has to be established
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	Industry -Academia Innovative program organised by Banking sector.	B	Import skills among teachers to conduct
56	Record of MoUs in 2017-18	10 MOUs	A	
57	Record of Subject/Department Related Extension Activities	Extension activities Record submitted	B	More needed
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	10	A	
59	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	10	A	
60	Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue,UBA etc	List enclosed	A	
61	Number of awards and recognition received for extension activities from Government/ recognised bodies	1	A	

IV-INFRASTRUCTURE AND LEARNING RESOURCES

62	Number of Class rooms, Labs and computing equipment	36 Well ventilated and well furnished class rooms. Laboratories - 16. (Chemistry labs 3, Physics and Electronics labs - 4, Computers labs - 3, ICT Lab - 1, Botany labs - 3, Zoology labs -3).	A	
63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	Auditorium cum Gymnasium , Indoor Stadium, Badminton courts - 3, Volley Ball Court -1, Table Tennis - 3. Yoga Room - 1	A	
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	e-class rooms - 2, Seminar hall (AC) - 1	A	
65	Budget allocated for infrastructure augmentation	Rs. 1,500,000	A	
66	Library is automated using Integrated Library Management System & NDL	Library is automated and have membership in NDL	A	
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	10,000 number 18th and 19th century published books (manuscripts) available. Brail material is available	A	
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	INFLIB NET AND N-List subscribed and using.	A	
69	Expenditure for purchase of books and journals in 2017-18	Rs. 18,500	A	
70	Percentage per day usage of library by teachers and students including Logins for INFLIBNET	Students per day 95, Teachers per day - 15	A	
71	Student-Computer ratio	1:04	A	
72	Wi-Fi in the campus	Partial Wi-Fi facility is available.	A	
73	Updating of IT facilities	10 Broadband internet connection, cc cameras, one LCD projector	A	10

74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	Rs. 1,465,460	A	
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	The college has maintenance committee which inspects reviews and allocate the funds.	A	
V-STUDENT SUPPORT AND PROGRESSION				
76	Average percentage of students benefited by scholarships by the Government in 2017-18	79%	A	
77	Average percentage of students benefited by scholarships by the Institution in 2017-18	11% (110 students)	A	
78	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	50/150 = 33.3%	A	
79	Average percentage of placement of outgoing students in 2017-18	60 /140 = 43%	A	
80	Student grievances Structure, redressal mechanism & Periodicity	Coordinator and Three Lecturers in this Committee, taking care of all grievances, record maintained.	A	
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.)	Career guidance, Remedial coaching conducted (Record maintained)	A	
82	Percentage of student progression to higher education	23% (35/150)	B	More encouragement needed
83	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.)	1%	C	Competative approach should be incorporated any students
84	Number of awards/medals for outstanding performance in sports/cultural activities	8, International - 1, National - 7	A	
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	Student council and Students in various committes placed, List enclosed.	B	More improvovement needed
86	Records of significant achievements in Sports & Games	One international champion ship in Boxing	A	
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	3, Boxing -1, Football -2	A	

88	Alumni contribution in 2017-18 (In Rs)	Rs. 145,000	A	
89	Number of Alumni Association /Chapters meetings held in 2017-18	3 Alumni association meeting held	B	More meetings needed for College Development
90	Maintenance of JKC facilities & records	Well maintained	A	
91	Record of Student trained and placed in JKC	Well maintained	A	
92	Record of Anti Ragging cell	Record maintained	A	
93	Maintenance of drinking water	centralised protected drinking RO system capacity of 6000 liters per day, and have annual maintenance.	A	
94	Maintenance of sanitation	Sanitation is well maintained by 3 scavengers daily.	A	
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	3 State level council members and maintained staff council record.	A	
98	Functioning of Committees in Administration (Minutes of meetings)	List and records available.	A	
99	Awards/Achievements	Capt.Dr.N.Ramakrishna, Dr.A.Sitaratnam	A	
100	Use of ICT in Governance	ICT is being used extensively in governance to meet the expectations of the stakeholders	A	
101	Perspective/Strategic plan and deployment documents	Is maintained	A	
102	Organizational structure of the Institution	Organisation structure is with principal	A	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	e-governance is being implemented in admissions, examinations, finance and accounts, and in administration.	A	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	Nil	D	Government / Management Co-operation should be needed

105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	Teaching staff - 2, Non teaching staff 3	A	
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18	33%	B	Satisfactory
107	Orientation Program, Refresher Course, Short Term Course attended by the faculty	1.Dr.A.Suribabu, 2. Capt.Dr.N.Ramakrishna, 3.Smt.B.Santhi, 4.Dr.M.S.Kumari, 5.Dr.S.Srinivasa Rao, 6.Dr.V.V.J.Gopalakrishna, 7.Dr.B.J.V.Kondalarao, 8.Dr.M.Ratnakala, 9.Dr.R.V.Ramanamurthy, 10.Dr.A.Sitaratnam	A	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	HPCL, Alumni,	A	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	4	A	
110	Participation in NIRF-2017	Participated	A	
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	All records maintaining	A	
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	Planning to establish Solar Power System	A	
113	Waste Management steps taken	One supervisor and 8 sweepers were exclusively employed to keep premises in spike and span	A	
114	Rain water harvesting structures and utilization in the campus	12 water harvesting pits at various places In the campus	A	
115	Facilities for Differently baled (Divyangjan) (ramp, scribe for examination etc.)	Ramps, scribes, wheel chairs	B	More opportunities to be provided

116	Green Practices(plastic free campus, green landscaping, LED Lighting etc.)	Our campus is plastic free, green land scaping maintained at few places, 10 LED lights are placed in campus.	A	
117	Record of best/innovative practices by the institution	1.Counseling & Grievance Redressal, 2. Guest Lectures & Field Trips, 3.Alumni for Institution Development, 4.Placement Cell, 5. Awareness Programmes, 6.Earn While You Learn Placement Cell	A	
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & Placed in College Website)	College activity record 17-18 and AQAR 16-17 is submitted	A	
119	The number of classes(per week) taken by the Principal	10	A	
120	Research projects/Publications/ study material developed in 2017-18 by the Institution(Should be available in college website)	Is available in college website	A	
College Grading - A				
Signature of the Vice-Principal <i>N.K.L</i>				
			Signatures of Academic Advisors	
Signature of the Principal <i>D.V. P</i>			1 <i>hetele</i>	
Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.			2 <i>E. Jayaram</i>	



Government of Andhra Pradesh
Commissionerate of Collegiate Education

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

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

Zone: 2008 A

District: Vijayalaxmi

Name of the College and Address		<u>M.A. A.V.N. College</u>							
Name of the Lecturer		<u>Dr. A. Sita Ratnam</u>							
Name of the Subject		<u>Telugu</u>							
Date of Joining in Degree College/Date of Joining in the present Institution		<u>22/8/1989 - as unaided</u> <u>12/4/1998 - aided</u>					Date of Retirement:		<u>31/7/2025</u>
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 Design 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	20x3 = 60	A	
		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	30x3 = 90	A	
		2. Certificate/Diploma/Value added courses /MOOCs Certificate		10					

3	Feedback system <i>Feedback</i>	Feedback on Curriculum by Students		10	20	A	20x3 60	A
		Other stakeholders like Parents/Alumni/Industry/Cross National Faculty)	<i>A.V. College</i>	10				
4	Student Profile <i>20x3</i>	Collection and Maintenance of Student profiles(10 Points)	<i>University of ...</i>	10	10	A	10x3 30	A
5	Catering to Student Diversity	1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners		10	30	A	30x3	A
		2. Remedial coaching		10				
		3. Assignments-Critical, Innovative, text book and Internet based		10				
6	Teaching-Learning Process <i>20x3</i> <i>of</i>	<ol style="list-style-type: none"> Teaching notes Use of ICT in teaching and learning Computer/Internet assisted learning Student seminars Conduct of Quiz/ Group discussion Field trips Student Study projects Use of LMS Involvement in development of LMS in the concerned subject RBPTs(Research based pedagogical Tools) 	<i>* Maximum grade of 3 could be given to those faculty who have done more than 5 parameters and thereafter.</i>	50	50	A	50x3 150	A

7	Teacher Profile and Quality	<p>1. Organization of Seminars/conferences/workshops</p> <p>2. Participation in Seminars/conferences/workshops</p> <p>3. Innovations in teaching and learning</p> <p>4. Awards and recognition</p> <p>5. Participation in Short term courses/ Restructuring of courses</p> <p>6. E- Content Development /MOOCs (Massive Open Online Courses)</p>	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	A	$40 \times 3 = 120$	A
8	Evaluation Process and Reforms	1. Formative and Summative Evaluation (Plickers, Kahoot etc.)	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluation	10	30	A		A
		2. Use of ICT like MOODLE, EDMODO and LMS in evaluation		10		Ax	$30 \times 3 = 90$	
		3. Marks Register & Result Analysis		10		A		A
9	Student Performance and Learning Outcomes	1. Programme Outcomes		10	30	A	90	A
		2. Attainment of Programme Outcomes		10				
		3. Average pass percentage of Students		10				

10	Student Satisfaction Survey	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	A
11	Resource Mobilization for Research AS1	1. Minor Research Project	For Current Year only (Either Ongoing OR Completed)	5	20	-	-	-
		2. Major Research Projects		10				
		3. Consultancy Projects		5				
12	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	B	40	B
		2. Research Guideship/Awards in recognition of research work		5				
		3. Registrations in Vidwan/		5				
13	Extension Activities OP	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	A
14	MoUs /Collaborations OP	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	A	60	A

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. Register should be maintained.	20	20	A	60	A
16	Student Support	<ol style="list-style-type: none"> 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 6. Parent Teacher Meetings 	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	A	60	A
17	Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	A	60	A
18	Student Participation and activities	Encouraging students participation in social, cultural and leisure activities		20	20	A	60	A
19	Participation in Institutional Governance and Leadership	Participation in Institutional Governance and Leadership as member of different committees and cells		30	30	A	60	A

20	Best Practices 03 A	List of the Individual faculty members Best practices followed with details		20	20	A	60	A
			Total Grade points		500			

A. S. Rathore
Name & Signature of the Faculty
with date 23/2/19.

03 A


Name & Signature of the Principal with date


G. V. Rajaraj
Name & Signature of the Academic adviser with date

03 A

03 A

03 A

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2018-19)
Format - II (To be Filled by Faculty and handed over to Academic Advisor)

Zone: A

District:

Name of the College and Address		M.T.S. A.V. N. College ; Visakhapatnam .							
Name of the Lecturer		Dr. Y. Syamalamba							
Name of the Subject		Telugu							
Date of Joining in Degree College/Date of Joining in the present Institution		24-08-1999 M.T.S. A.V. N. College ; Visakhapatnam					Date of Retirement:		
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 Objectives & Outcomes	5 for Autonomous 10 for Non Autonomous	5 OR 10	20 x 3	A	60	A	
		2. Teaching Diary	5 for Autonomous 10 for Non Autonomous	5 OR 10					
		3. Active Participation in BOS	Only for Autenonomous Colleges	10					
2	Curriculum enrichment	1. Additional inputs		20	30 x 3	A	90	A	
		2. Certificate/Diploma/Value added courses /MOOCs Certificate		10					

3	Feedback system	Feedback on Curriculum by Students		10	20	A	60	A
		Other stakeholders like Parents/Alumni/Industry/ Cross National Faculty)		10				
4	Student Profile	Collection and Maintenance of Student profiles(10 Points)		10	10	A..	30	A
5	Catering to Student Diversity	1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners		10	30	A	90	A
		2. Remedial coaching		10				
		3. Assignments-Critical, Innovative, text book and Internet based		10				
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. RBP1's(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	A

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 (Massive Open Online Courses)	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	C	40	C
8	Evaluation Process and Reforms	1. Formative and Summative Evaluation (Pickers, Kahoot etc.)	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluation	10	30			
		2. Use of ICT like MOODLE, EDMODO and LMS in evaluation		10		B	60	B
		3. Marks Register & Result Analysis		10				
9	Student Performance and Learning Outcomes	1. Programme Outcomes		10	30	A	90	A
		2. Attainment of Programme Outcomes		10				
		3. Average pass percentage of Students		10				

10	Student Satisfaction Survey	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 A
11	Resource Mobilization for Research	1. Minor Research Project	For Current Year only (Either Ongoing OR Completed)	5	20			
		2. Major Research Projects		10				
		3. Consultancy Projects		5				
12	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	—	60	A
		2. Research Guideship/Awards in recognition of research work		5				
		3. Registrations in Vidwan/		5				
13	Extension Activities	Involvement in activities related to community service	* A maximum of 3 Programmes resulting in Community Service like ODF/Swath Bharat/UBA etc	20	20	—		
14	MoUs /Collaborations	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	A	60	A

15	Physical facilities 07.21	Infrastructural facilities in the Department/Colleges	Utilization of the facilities in the College/Department to be evaluated. Not on the availability of the facilities. Register should be maintained.	20	20	A	60	A
16	Student Support	<ol style="list-style-type: none"> 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 6. Parent Teacher Meetings 	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	A	90	A
17	Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	A	60	A
18	Student Participation and activities	Encouraging students participation in social, cultural and leisure activities		20	20	A	60	A
19	Participation in Institutional Governance and Leadership	Participation in Institutional Governance and Leadership as member of different committees and cells		30	30	A	90	A

20	Best Practices 03 A	List of the Individual faculty members Best practices followed with details		20	20	B		72
			Total Grade points		500		1210	

Dr. Y. Syamalamba
 Y. Syamalamba
 Name & Signature of the Faculty
 with date 25.2.19


 Name & Signature of the Principal with date

PRINCIPAL
 Mrs. A.V.N. COLLEGE
 VISAKHAPATNAM


 Name & Signature of the Academic adviser with date

Government of Andhra Pradesh
Commissionerate of Collegiate Education

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

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

Zone: **A**

District: **Visakhapatnam**

Name of the College and Address		Mrs. A.V.N. College, 9th shift, visakhapatnam-1						
Name of the Lecturer		Dr. CH. M. S. KUMARI						
Name of the Subject		Telugu						
Date of Joining in Degree College/Date of Joining in the present Institution		From-20-01-1994 to 26-07-2001 as un-aided Lecturer					Date of Retirement: 04-03-2002	
From-27-07-2001 to till date as Aided Lecturer in Telugu								
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 Objectives & Outcomes	5 for Autonomous 10 for Non Autonomous	5 OR 10	20	A	60	A
		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	60	A
		2. Certificate/Diploma/Value added courses /MOOC Certificate		10				

3	Feedback system	Feedback on Curriculum by Students		10	20	A	60	A
		Other stakeholders like Parents/Alumni/Industry/ Cross National Faculty)		10				
4	Student Profile	Collection and Maintenance of Student profiles(10 Points)		10	10	A	30	A
5	Catering to Student Diversity	1. Analysis of Students- grouping of students into Slow, Moderate and Advanced learners		10	30	A	90	A
		2. Remedial coaching		10				
		3. Assignments-Critical, Innovative, text book and Internet based		10				
6	Teaching-Learning Process	<ol style="list-style-type: none"> Teaching notes Use of ICT in teaching and learning Computer/Internet assisted learning Student seminars Conduct of Quiz/ Group discussion Field trips Student Study projects Use of LMS Involvement in development of LMS in the concerned subject 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	A

7	Teacher Profile and Quality	<p>1. Organization of Seminars/conferences/workshops</p> <p>2. Participation in Seminars/conferences/workshops</p> <p>3. Innovations in teaching and learning</p> <p>4. Awards and recognition</p> <p>5. Participation in Short term courses/ Restructuring of courses</p> <p>6. E- Content Development /MOOCs (Massive Open Online Courses)</p>	* Maximum grade of 3 could be given to those faculty who have done more than 4 parameters and thereafter.	40	40	A	120	A
8	Evaluation Process and Reforms	1. Formative and Summative Evaluation (Plickers, Kahoot etc.)	* Examination Reforms and Innovations taken up at Individual level w.r.t the Internal evaluation	10	30			
		2. Use of ICT like MOODLE, EDMODO and LMS in evaluation		10		B	60	B
		3. Marks Register & Result Analysis		10				
9	Student Performance and Learning Outcomes	1. Programme Outcomes		10	30	A	90	A
		2. Attainment of Programme Outcomes		10				
		3. Average pass percentage of Students		10				

10	Student Satisfaction Survey	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	A
11	Resource Mobilization for Research	1. Minor Research Project	For Current Year only (Either Ongoing OR Completed)	5	20	-	-	
		2. Major Research Projects		10				
		3. Consultancy Projects		5				
12	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	A
		2. Research Guideship/Awards in recognition of research work		5				
		3. Registrations in Vidwan/		5				
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	A
14	MoUs /Collaborations	Collaboration with University/ Industry/NGO/ Any other Agency		20	20	A	60	A

15	A 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. Register should be maintained.	20	20	A	60	A
16	Student Support	<ol style="list-style-type: none"> 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. Freshships or Scholarships 6. Parent Teacher Meetings 	* Participation and efforts made atleast for 3 of the parameters can be graded as 3.	30	30	A	90	A
17	Student Progression	Efforts of the individual faculty member for furthering the students to take up employment or higher studies		20	20	A	60	A
18	Student Participation and activities	Encouraging students participation in social, cultural and leisure activities ✓		20	20	A	60	A
19	Participation in Institutional Governance and Leadership	Participation in Institutional Governance and Leadership as member of different committees and cells		30	30	A	90	A

revised 2.M.10
11/08/2025

20	✓ Best Practices A	List of the Individual faculty members Best practices followed with details N.S.S. P.O. of Unit-III Unicef	20	20	A	60	A
		Total Grade points		500		1400	

Ch. M. S. Kumari
Name & Signature of the Faculty
with date 25/02/2019

J.V.P.
Name & Signature of the Principal with date
PRINCIPAL
Mrs. A.V.N. COLLEGE
VISAKHAPATNAM

1. [Signature]
2. [Signature]
Name & Signature of the Academic adviser with date

A

A

A