

# Government of Andhra Pradesh Commissionerate of Collegiate Education

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

Format-I (Institutional Data)

AISHE CODE:

COLLEGE PROFILE		
Name of the College		RRDS GOVERNMENT DEGREE COLLEGE
1	URL of Website email	WWW.rdsgec.info gdcbhimavaram.jkc@gmail.com
	Phone number	8816223458
2	Name of the Principal, email & Mobile Number	Dr.J.Sanath Kumar
3	Name of the Vice-Principal, email & Mobile Number	Sri.C.Ravisankar
4	Name of the IQAC Coordinator, email & Mobile Number	Sri.T.Akkiraju
5	Year of Establishment & details of land available if any	1972: 0.40Acres
6	Affiliating University & College Code assigned by University	AdikaviNannaya University
7	NIRF Rank	
8	Previous Grade of the College in Academic Audit	B
9	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	C : CGPA-1.74
10	Affiliation certificate (Permanent/Temporary)	Permanent
11	UGC Recognition (2f & 12 B) (Scanned certificate is to be sent)	2(f) & 12(B)
12	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)	10.00AM to 5.00.PM

13	No. of Posts Sanctioned: Teaching: 11 Non Teaching 10	Regular Working Redeployed PTL Contract Guest	4 NIL NIL NIL 02	One Regular lecturer is working on Deputation at SRR & CVR college Vijayawada
14	Course wise & year wise Students strength particulars (Proforma enclosed)		ENCLOSED	
<b>I-CURRICULAR ASPECTS</b>				
	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.	implemented & available at PPL	<del>B</del> A	
16	Departmental Annual Curricular Plans	prepared & available in depts.	A	
17	Whether the above two circulated among Students?	circulated	A	
18	College Activity Register 2018-19	maintaining	A	
19	College Calendar/College Magazine	following AKNU	<del>A</del> <del>B</del> B	Try to Publish College Magazine
20	Record of review of			
21	Add-on Courses (Department-wise) completed during 2017-18	recently got 12B. Will start next year	C	Try to start add-on courses
22	Add-on Courses (Department-wise) in 2018-19	recently got 12B. Will start next year	C	
23	Coverage of Syllabus (Average Percentage)	90% completed by all depts.	A	
24	Teaching of Value added courses (Foundation Courses)	HVPE, ICT, CSS, IE	A	
25	No. of New UG & PG Courses introduced in 2018-19	NIL	C	
26	Maintenance of Student Attendance Registers including Biometric Attendance	available at PPL	A	



27	Whether feedback on curriculum was obtained from stake holders and analysed	obtained & analysed (at IQAC)	A	upload in the college website
28	Whether Online courses introduced	NIL	C	
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	ENCLOSED	A	
30	Social-economic status of students enrolled(Group wise and Year wise) in 2018-19	ENCLOSED	A	
31	Demand Ratio (Group wise)	Students admitted : Availability of seats 1:4	A C	
32	Percentage of differently abled students (Divyangian) on roll	05 (9%)	A	
33	Percentage of full time teachers against sanctioned posts in 2018-19	posts: working: 40%	B	advised the authorities to fill up the vacancies earlier.
34	Student - Full time teacher ratio	15:01	A	
35	Student Profile as per prescribed reservation	social profile enclosed	A	
36	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	40days	A	
37	The number of classes (per week) taken by the Principal	10	A	
38	Teaching Diaries & Teaching Plans in Prescribed Formats	maintaining in CCE formats	A	
39	Use of ICT in teaching and learning	using PPTs, Internet, youtube etc.	B	
40	No. Of Virtual Classes presented	0		Improve in next academic year
41	No. Of Virtual Classes attended	10	B	
42	Use of Digital Classes in Teaching Learning Process	using computer lab for teaching certain subjects	B	<del>advised</del>

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43	No. Of Mana TV lessons presented by Faculty	0	C	advised to present lesson in Mana TV
44	No. Of lessons in LMS portal by Faculty (MOODLE)	0	C	advised to give lessons in LMS because some of the lect. are regular
45	Use of ICT evaluation Tools (Pickers, Kahoot etc.)	used by English dept.	B	advised to utilize every other depts.
46	No. Of Videos prepared / presented through Presentation tube	6	B	- do -
47	No of TOTs conducted on ICT tools in Teaching	one: conducted for college faculty by Sri T.Akkiraju	B	- do -
48	Average daily attendance in the Biometric devices from last one month	58%	B	Try to improve
49	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	75%	A	
50	Co-Curricular Activities ( College level)	sankranti sambaralu competitions etc.	A	
51	Seminars/conferences/workshops organised in 2018-19	state level conference of AP Economic Association organised by Economics dept & quiz, elocution, essaywriting conducted	B	Try to conduct more seminars & workshops
52	Academic Competitions ( College Level & Above)	2 mids per semester conducted & assessed	A	
53	Conduct of Internal Examinations-Internal assessment	ENCLOSED	A	
54	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV -2018)	BA.88 BCOM.7.4	A	
55	Pass percentage of students (Group wise) in 2018-19			

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56	Percentage of students undertaking field projects / internships	60%: field projects on Anna canteen, aqua processing industry workers &	A	
57	Remedial Classes	conducted & registers maintained	A	
58	Conduct of Bridge course	conducted & registers maintained	A	
59	Feed back on Teachers by Students and its analysis	analysis reports at IQAC	A	
60	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	analysis reports at IQAC	B	try to <del>get</del> upload college website
61	No of Mana TV Special Live Programmes by Faculty/Students	2 programs by commissioner attended by students & faculty	B	try to improve
62	No. Of registrations on MOOCS platform : a) Teachers b) Students	teachers: 4 students:	A B	Try to improve the <u>new</u> student registration
63	No. of course completion Certificates obtained by teachers through MOOCs platform	nil	C	
64	No of course completion Certificates obtained by students through MOOCs platform	nil	C	
65	Other ICT initiatives if any (Swayam, Swayam Prabha - DTH (Direct To Home), or Down loaded lessons)	SWAYAM PRABHA installed & downloaded lessons are available in	B	
66	Students' Grievances/Redressal (Examination Cell) Report	Nil report available	A	
67	Automation details of Exam Cell	not done	B	
68	Student Satisfaction Survey	obtained & analysed (at IQAC)	A	upload in the college website
III-RESEARCH, INNOVATIONS AND EXTENSION				
69	Is the College a Recognized Research Centre	NO	C	try to establish Research <del>center</del> center

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70	Policy for Promotion of Research (A)	Document enclosed	A	
71	Institutional Seed money for Research	NIL	C	
72	No. of Research Guides in the College	0	C	
73	No. of Research Scholars working for M.Phil & Ph. D	2 faculty working for ph.d. from ANU, .	C	
74	Research Projects funded by Govt/Other Organisations	0	C	
75	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	0	C	advised to apply regular/normal other research project
76	Code of Ethics / Plagiarism software	Document enclosed	A	
77	Research Papers/Chapters Published in 2018-19 ( SCOPUS, Web of Science, ISBN/ISSN, ICI )	Sri T. Akkiraju: 3 papers & Smt. K. Svarupa: 3 papers (available in	A	
78	Papers Presented in 2018-19 (International/ National/ State )	Sri T. Akkiraju: 3 papers & Smt. K. Svarupa: 3 papers (available in	A	
80	Books Published in 2017-18 ( Single Author/ Co Author)	0	C	
81	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State )	state level conference of AP Economic Association organised by Economics dept &	B	advised to conduct
82	No. Of teachers registered in ORCID / VIDWAAN	6 in VIDWAAN	A	
83	Bibliometrics details	YES	A	
84	Consultancy Policy		C	
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	nil	C	



87	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	NIL	C	Try to conduct
88	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents)	3	B	
	Collaborations for Research/Faculty Exchange/ Student Exchange (Attach MoUs/Linkages)	2	B	
89	Record of Subject/Department Related Extension Activities	nil	C	
90	Number of extension programmes conducted (apart from NSS/NCC) in the neighbourhood community to sensitize the students	3: swachhharath, janmabhumi, odh survey etc	A	
91	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	disaster management training program through Red cross in	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	8	A	
95	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	available & being used by students and faculty	C	advised to improve the sports facilities
96	Classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	available & being used by students and faculty	B	
97	Women's Waiting Hall	available & being used by students and faculty	A	

98	No. Of Toilets : i) Staff - a) Men b) Women; ii) Students - a) Men b) Women c) Differently abled	Staff- 3 (1+2) Students 6 (3=3)	A	
99	Budget allocated for infrastructure augmentation (CA certified statement)	Govt. Budget	A	
100	Library is automated using Integrated Library Management System & NDL	registered in NDL	B C	<del>Reason existing conflict in</del> earliest
101	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	very rare books available in library & Telugu dept. <a href="http://www.ijellh.com/OJS/index.php/OJS/index">http://www.ijellh.com/OJS/index.php/OJS/index</a> , <a href="https://www.rjoe.org.in/index.html">https://www.rjoe.org.in/index.html</a> , <a href="http://shodhganga.inflib">http://shodhganga.inflib</a>	B	
102	Does college has e-Journals, e-books, e-ShodhSindh, Shodhganga membership and Databases (Give website URL)		B	
103	Expenditure for purchase of books and journals in 2018-19 (CA Certified statement)	<del>Rs 7716</del> Rs 7716	B	
104	Percentage per day usage of library by teachers and students including Logins for INFLIBNET/NLIST	40%	B	
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 g) Media Centre / Studio	a) NIL; b) Nil; c) Yes Nil; 3:1; Yes; g) NIL	d) Nil e) 3:1 f) Yes B	
	Bandwidth of Internet Connections with details	50mbps	B A	



106	ANMC details if any	annual maintenance cost report enclosed	A	
107	Insurances covered for infrastructure if any	nil	C	copy pasted
108	Expenditure incurred on a) Newly established b) maintenance of facilities (Classrooms, Equipment, sports, Auditorium & seminar halls etc.) excluding salary component	expenditure statement enclosed		
110	Established Systems & Procedures for maintenance of Classrooms, Labs and academic support facilities	annual internal audit by faculty; purchase committee working		
V-STUDENT SUPPORT AND PROGRESSION				
111	Average percentage of students benefited by scholarships by the Government in 2018-19	100%	A	
112	Average percentage of students benefited by scholarships by the Institution in 2018-19	100%	A	
113	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2018-19	70%	A	
114	Average percentage of placement of outgoing students in 2018-19	17-18 placements details available at	B C	advised to improve placements
115	Student grievances Structure, redressal mechanism & Periodicity	in practice	A	
116	Number of capability enhancement and development schemes conducted (like Training for Competitive Exams, Career Guidance, Remedial coaching etc.,)	2	B	
117	Percentage of student progression to higher education	100%; details available at IQAC	C	advised to improve

118	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.)	nil	C	
119	Number of awards/medals for outstanding performance in sports/cultural activities	3; 2 at national level & 1 at district level	B	
120	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	students represented in committees	B	
121	Records of significant achievements in Sports & Games	maintaining	B	
122	Number of sports and cultural activities / competitions organised in the Institution in 2018-19	nil 02	B	
123	Feed back from Employees on Online Web Job Portal, APSSDC (AP State Skill Development Corporation), SSC (Skill Sector Council)	nil	C	
124	Alumni contribution in 2018-19 (In Rs) (CA audited statement)	80,000/-	B	
✓ 125	Number of Alumni Association / Chapters meetings held in 2018-19	1	C	advised to strengthen Alumni
126	Number of industries identified & mapped locally for Internships/Placements	Reliance, Chaco dew,	B,	
127	MOU - SSC Organisations	nil	C	
128	Maintenance of JKC facilities & records	jkc discontinued for lack of sufficient students	C	advised to try establish JKC
129	Record of Student trained and placed in JKC	placements record	C	
130	Record of Anti Ragging cell	available	A	



131	Record of Women Empowerment Cell (WEC) No. of Times reviewed ? No. of activities conducted ?	available 3 4	<del>B</del> A	
132	Record of Internal Complaints Committee (ICC) Committees constituted or not ? No. of Times reviewed ? No. of Complaints filed ?	available at WIEC	Action Taken: NO COMPLAINTS	
133	Maintenance of drinking water (R.O. Plant)	maintained with the support of Vasudha	A	
134	Maintenance of sanitation	maintaining well	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	available at PPL	A	
138	Functioning of Committees in Administration ( Minutes of meetings)	committees functioning	A	
139	Awards/Achievements	nil	C	
140	Use of ICT in Governance	mailing to faculty & whatsapping to	A	
141	Implementation of CFMS / PFMS	implementing 100%	A	
142	Number of RTI issues addressed	4	A	
143	Perspective/Strategic plan and deployment documents	enclosed	B	
144	Organizational structure of the Institution	well in place	A	
145	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	implementing	A	

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146	Percentage of teachers provided with seed money financial support to attend conferences / workshops and towards membership fee of professional bodies in 2018-19	OD facility provided where applicable	C	
147	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2018-19	1: for non-teaching staff on CFMS	B	
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	present year: 0	C	
149	No. Of faculty undergone / attended: FDP, PDF, OC, RC, Short Term Course, other Trainings if any.	1: short term training at NIT, warangal for English faculty	C	
150	Funds / Grants received from non-government bodies, individuals, philanthropists in 2018-19	75,000/-	B	
151	Average number of quality initiatives by IQAC for promoting quality culture per year	3: PASS, DOSE, encouraging staff for student seminars & participated. Copy enclosed	B	
152	Participation in NIRF-2018, If participated mention rank below 200	AQAR submitted & hard copy available; IQAC register available	A	
153	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	issues are resolved at institutional level, & dept level,	B	
154	Decentralisation and Participative Management Procedure			



155	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	implemented	A	
156	Teachers attending OC /RC/FDP	this year: 0	C	
157	Performance appraisal system for Teaching and Non-Teaching Staff	API	A	
158	Strategies for Mobilisation of Funds	IN THE PROCESS	B	
159	Funds / Grants received from non-government bodies and philanthropists (CA Audited statement)	75,000/-	B	

#### VII-INSTITUTIONAL VALUES AND BEST PRACTICES

160	<b>Social Responsibility:</b> Programs such as Nava Nirmana Deeksha, Grama Darshini, Janna Bheji, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Yanam Manam etc.	NAVA NIRMANA DEEKSHA, JANMABHUMI, SWACHH BHARAT, GRAMA DARSHINI	A	
161	Gender Equity Promotion Programmes and facilities to address gender Sensitivity	programs conducted by WEC; sanitation napkin machine installed in girls	A	
162	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.,)	LED lights using; green landscape is maintained	A	
163	Percentage of power requirement of the Institution met by the renewable energy sources (solar panels)	0	C	
164	Waste Management steps taken	waste is handed over to Municipal bins	B C	

165	Rain water harvesting structures and utilization in the campus	pis are dug	B	
166	Facilities for Differently abled (Divyangjan) (ramp, railings scribe for examination etc.)	ramps available	<del>B</del> B	
167	Record of best/innovative practices by the institution	ENCLOSED	A	
168	College Activity Register 2018-19 & Hard Copy of A.Q.AR 2017-18 (should be available with the Principal & Placed in College Website)	done	A	advised to place in college website
	The number of classes(per week) taken by the Principal	10	A	
169	Research projects/Publications/ study material developed in 2018-19 by the Institution( Should be available in college website)	available in depts. Will be uploaded to website soon	B	
170	Initiatives taken to engage and contribute to local community	odf survey in adopted village Rayalam	A	
171	Code of Conduct Book for Principal/Staff/Non Teaching and Students	enclosed	B	
172	Display of Core Values	displayed in principal	B	
173	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights	days of national importance & birthdays of national leaders celebrated with students	B	
174	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course	reflected in Foundation course: HYPE	B	
175	Institutional and Departmental Best Practices	ENCLOSED	B	
College Grading - B				



Name, Address, Contact No. & Signatures of  
Academic Advisors

Name & Signature of the Principal  
PRINCIPAL  
Bhimavararam-534 202

BHIMAVARAM-534 202

Name & Signature of the Vice-Principal with date

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

  
PRINCIPAL

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(DR G S V S Sai kumar)  
Bhimavararam-534 202

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