

Commissionerate of Collegiate Education, A.P
Academic Audit of Degree Colleges
Format-III (Academic Advisors Report -AAR)

Zone :II District :EAST GODAVARI

I-COLLEGE PROFILE

1	Name of the College, Website, email and Ph.No.	S.K.B.R.College,Amalapuram, E.G.Dt, www.skbrcollege.org, skbrcamp@yahoo.co.in, 08856-233656
2	Name of the Principal, email & Mob.No	V.Krishna Mohan, krishnamohanavakkalanka@gmail.com,9491852656
3	Name of the Vice-Principal, email & Mob. No.	Sri P.Krishna Kishore,kkpechetty@gmail.com,9849200242
4	Name of the IQAC Coordinator, email & Mob. No.	Sri.R.S.N.Raju,rsnraju@gmail.com,9441294824
5	Year of Establishment & own land if any	1951, Own land
6	Affiliating University	Adikavi Nannaya University, Rajamahendravaram
7	NAAC Grade with Cycle, Accredited Year & CGPA (if not Accredited Status of Preparations)	B++
8	UGC Recognition (2F & 12 B)	2f & 12(b)
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	10 A.M. to 5 P.M.
10	No. of Posts Sanctioned:	Regular Working: 21
11	Course wise & Year wise Students strength particulars (Proforma enclosed & to be submitted along with AAR)	Proforma enclosed
		P.T.L's Working: 65
		Guest Working:

II-CURRICULAR ASPECTS

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
12	Implementation of Annual Institutional Plan	Departments prepare respectiv action plans and the same are consolidated into Institutional plan
13	Departmental Annual Curricular Plans	Annual curricular plans are prepared faculty wise and followed in CCE format
14	College Activity Register 2016-17	All activities carried out as per the Institutional plan and noted in the register in the proforma prescribed
15	Departmental Activity Registers (Dept. Wise)	Maintained but to be followed in proforma
		Suggested to follow proforma prescribed

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
16 Add-on Courses (Department-wise) completed during 2015-16	A	One certificate course in journalism was conducted during 2015 -16
17 Add-on Courses (Department-wise) in 2016-17.	C	No .certificate courses are being offered during this year
18 Coverage of Syllabus (Average Percentage)	A	For odd semester syllabi completed and for even semesters 10% completed. About 80% completed for Final year degree students
19 Teaching of HVPE & Foundation Courses	A	HVPE course is being handled by trained up faculty. Foundation courses are being handled.
20 No. of New UG & PG Courses introduced this year:	C	Not introduced
21 Maintenance of Student Attendance Registers	A	The college maintains attendance registers in transparent manner. It is consolidated monthwise and informs students periodically.
22 Feedback forms on Curriculum from students	A	Feed back about the faculty members is taken from students and analysed lecturer wise and the faculty are advised to perform better in the areas the students felt the teacher has performed poor A
III-TEACHING, LEARNING & EVALUATION		
23 Teaching Diaries & Plans in the Prescribed Formats	A	All teaching diaries and plans are maintained well in prescribed formats, the diaries are upto date and commensurate with teaching notes and plans
24 Co-Curricular Activities (College Level)	A	Assignments, curriculum related quiz programmes, Group discussions were conducted by very few departments All the Departments are advised to document all the activities right from issue of notice to till the end of the activity in the prescribed format.

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
25 Academic Competitions (College & Above level)	A The college has conducted Department wise academic competitions such as elocution, essay writing, debate, quiz competition in connection with various programmes.	
26 Conduct of Internal Examinations-Unit, Half-Yearly and Prefinal	A The college has conducted all continuous evaluation examinations --slip tests, Units and Mid semester examinations for I & II degree students and unit and Internal assessment examinations for Final degree students.	
27 Subject wise result analysis	A The Departments analysed the Subject wise and Lecturer wise result and well documented.	
28 Teacher wise result analysis	A Teacher wise result analysis was performed and necessary measures are suggested to the concerned faculty to improve upon the performance.	
29 Remedial Classes	B Few departments identified slow learners and conducted remedial classes for them. But the examinations are not conducted after coaching.	Advised all the departments to conduct remedial classes for slow learners and conduct examination after remedial coaching and post in the register thereof.
30 Record of Evaluation of Teachers by Students (Monthly from July 2016)	Semester wise evaluation of teacher by students was done by students.	
IV-RESEARCH AND CONSULTANCY		
31 Is the College a Recognized Research Centre	C The college is not a recognised research centre	Since, there are 7 P.G courses in the college, it is not recognised as research centre. The college is suggested to apply for research centre status from universities.
32 No. of Research Guides in the College	C Nil	The college is not a recognised research centre.
33 No. of Research Scholars working for M.Phil & Ph. D	C NIL	No research guides in the college

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
34 Major/Minor/Other Research Projects	A	The college has 12 Doctorates. Hence all the remaining doctorates and faculty are advised to apply for MRPs.
35 Research Papers Published in 2016-17 (International /National)	A	The faculty are advised to actively involve in research and publish research papers.
36 Papers Presented in 2016-17(International /National/ State)	A	
37 Books Published in 2016-17(Single Author/ Co Author)	A	
38 Seminars/Workshops/ Training Programme Conducted in 2016-17 (C International /National/ State)		
39 Record of Consultancy in 2016-17	C	The college is advised to conduct such programmes atleast three in a year.
40 Record of MOUs in 2016-17	B	The college is requested to encourage departments to offer consultancy in the departments where there is potential for it. Other departments are also advised to follow suit.
VI-EXTENSION ACTIVITIES		
41 Record of Subject/Department Related Extension Activities	B	However, the other departments are advised to conduct more number of extension activities.
42 Name of the NSS PO & Mobile No.		Unit I: Dr. A.Venkateswara Rao, 9440338816 Unit II: Dr.K.Satyanarayana, 9490186830, Unit III: T.Sundara Ramaiah, 9959688344, Unit IV: V.S.V.S.Narayana Murty, 9949328426
43 NSS Attendance register	A	The attendance register is maintained activity wise

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
44 NSS activity register	A	The activities carried out by all NSS units are well documented with paper clippings and supporting photos and description of the programme conducted. NSS units conducted activities like Domalapai Danda Yatra, Blood donation camp, AIDS rally etc.
45 Name of the NCC ANO & Mobile No.		Naval Wing : Dr.D.Ch.Paparao-9989027808 Army Wing : Lt.A.V.S.Sarma-9603448808 Girls Wing : Capt. P.S.L.G.V.S.Sarada-8019234678
46 NCC Attendance register	A	maintained programme wise
47 NCC activity register	A	All the activities carried out by NCC such as RD parade, Trekking training, IGC and NIC are well documented with photos and press clippings
48 Name of the Red Ribbon Club Coordinator & Mobile No.		Dr.K.Satyanarayana-94900186830
49 Red Ribbon Club Activities	B	RRC has conducted Blood donation camp
50 Name of the Women Empowerment Cell Coordinator & Mobile No.		Smt.Ch.Naga Rani-9912808123
51 WEC Activities	B	1. conducted Guest Lecture by S. Mammo, CDPO on Schemes of Govt. of AP for women welfare 2. Health awarenes programme by Dr.G.Pushpa, Gynaecologist on gynaeac problems of women on 26.09.2015.
52 Name of the Eco-Club Coordinator & Mobile No.		Dr.M.Balaswamy-9441481707
53 Eco- Club Activities	A	About 25 saplings were planted in the campus. Conducted Harithaandhra Pradesh rally; Vanam Manam programme were conducted.
54 Name of the Consumer Club Coordinator & Mobile No.		Dr.K.Dayasagar Babu-9441208805
55 Consumer Club Activities	B	The Department of History is maintaining consumer club.
56 Any other Club	B	Staff recreation club, Aamani literary club, Sudheer charitable trust and Alumni Association are other clubs.

Item	Impression of Academic Advisor with grade	A(Good)/B(	Recommendation/Suggestions by Academic Advisors
57. Name of the Librarian & Mob.No	Satisfactory/C (poor) after observation		
58. Access timings of the Library	Sri A.B.S.S.R.N.Sarma-9866176576		
59. Circulation of Books among Students	9 AM to 5 PM		
60. Availability of Previous years Question papers	A on an average about 50 books are being issued and returned a day in the college library		
61. Record of Visitors	A Available		
62. Status of Library Automation	A Available and visitors' account about the library is good		
63. e- Resources & e-Journals	A Library was automated with koha software		
64. Name of Mana TV Coordinator & Mob.No	A		The library is functioning well. It is teeming with about 71000 volumes, 20 magazines and 1 Research journal besides 10 subject related journals.
65. Usage of Internet by students in the Library	B		
66. Status of MANA TV functioning	MANA TV not sanctioned to the college		
67. Whether MANA TV schedule is circulated to the students	Three systems with internetare working in the library.		The college is advised to install with at least five more systems with internet connection to cater to the needs of the students.
68. Maintenance of MANA TV Viewers' Register	NOT applicable		
VII-Student Support Activities			
69. Name of Physical Director & Mob.No	NOT applicable		
70. Record of Physical Education Department	NOT applicable		
	Sri.D.V.Ramana-9949922069		
	A		Available and all the achievements of students are well documented along with photographs and press clippings.

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
71	Records of events conducted and significant achievements in Sports & Games	11 students of the college participated in interuniversity competitions, 2 students in intercollegiate shuttle tournament. College women volley ball team bagged third place in intercollegiate tournament. The college bagged third place in under 19 table tennis intercollegiate tournament.
72	Record of cultural programmes conducted	The college did not conduct any cultural programmes
73	Record of any other extra-curricular activities conducted	Swachha Bharat, Clean and green and rallies are conducted..
74	Maintenance of JKC facilities & records	College established JKC is functioning well in the college. At present, 40 member batch is being trained in JKC. One placement drive was conducted by LLM during 2016-17 and 4 students got placements.
75	Record of Students trained in different verticals	Available
76	Record of Student trained and placed in JKC	Eleven students of the college got selected in the campus drives- 6 by Divis laboratories, 3 by SOPL and 2 by NFCL
77	Name of Career Guidance Coordinator and Mob.No	Dr.S.Prasada Rao-7382523736
78	Record of activities Career Guidance and placement cell	There are 2 Guest lectures conducted by the carer guidance cell . An awareness programme was conducted on Civil services by Syam and awareness programme on Group services by Daya Sagar Babu on 3.02.016.
79	Name of DRC Coordinator & Mob. No.	Not formed
80	Implementation of DRC Action Plan	NA
81	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/ B submission of AQAR to NAAC etc)	IQAC is functioning for monitoring activity of the college. AQAR not submitted
		Advised to submit AQAR for the current quarter.

Item	Impression of Academic Advisor with grade A(Good)/B(Good)	Recommendation/Suggestions by Academic Advisors
82 Record of Support by Alumni Association	Satisfactory/C (poor) after observation C	Advised to maintain record activities for alumni association. It is also advised to constitute department wise alumni associations.
83 Record of Grievance Redressal Cell / Anti Ragging Cell	The alumni association is active. A	Both anti ragging and grievance redressal cell are constituted. Cell is working. No anti ragging case was reported in the college.
84 Mentoring / Counseling System	The counseling system is not in vogue. C	Advised to form mentoring system for the students

Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/ Suggestions by Academic Advisors
VIII-Basic Amenities		
85 Maintenance of drinking water	A	One RO plants with one cooler is available in the campus. The college is well appreciated for the same.
86 Maintenance of Sanitation	A	Good sanitation facilities are maintained in the college.
87 Rest room for women students	A	One women waiting hall is available in the college.
88 Greenery & Cleanliness	A	Campus is teeming with greenery. The premises are well decorated and being cleaned daily. The campus is clean and tidy.
89 Health Care Facility	A	One first aid centre is running in the college.
90 Canteen	A	Available in the entrance of the college.
IX-GOVERNANCE AND LEADERSHIP		
91 Staff Council Register	A	The staff council register is maintained well and upto date.
92 Functioning of Committees in Administration (Minutes of Meetings)	A	There are 26 committees formed for smooth administration of the college. The committees meet as per the requirement and its minutes are recorded.
93 Awards/Achievements	A	The incharges of Economics and Zoology are chairmen of BOS of Adikavi Nannaya University.
94 Faculty development initiatives if any	A	Two more faculty are drafted as members in BOS of various colleges. Three faculty members are pursuing part time Ph.D. & M.Phil work
X - IT INITIATIVES		
95 e-class rooms (Number & Usage)	A	Two e - class room were established in the college. They are being used to take digital classes (For ppt presentations) However, three digital projectors are being used in various departments.
96 Internet Centre	C	separate internet facility is not there in the college. However, each department has a computer system with internet facility. It is advised to establish an internet center in the college.

Item	Impression of Academic Advisor with grade	A(Good)/B(Satisfactory)/C (poor) after observation	Recommendation/Suggestions by Academic Advisors
97. Computer labs (No. of labs & working systems)	A	There three computer laboratories with 45 systems in each.	
XI-Best Practices			
98. Record of best/innovative practices by the institution	A	There is one rain water harvesting systems in the college, one soak pit in the college. An eco friendly solar power system was procured by the college for campus lighting.	
99. College Activity Register 2016-17 & Hard Copy of AQAR 2016-17 (should be available with the Principal)	B	Activity register is available but not AQAR of the college.	
100. Over All Impression on the College	B	The college is teeming with sufficient infrastructure commensurate with student strength. Maintenance of campus premises clean and tidy is the hallmark of the college. The student insurance scheme is one of the best programmes of the college took up by the Dept of Economics.	The college needs to conduct state or national level seminars/ workshops: more number of MRPs, strengthening in research area, community outreach programmes, c publications, and in extra - curricular activities, prescribed proformas are to be followed for all registers. Educational tours are to be organized.

Signature of the Vice-Principal:

14/11/17
VICE-PRINCIPAL
S. K. D. RAO
AMALAPUTUR

Signature of the Principal:

14/11/17
PRINCIPAL
S. K. D. RAO
AMALAPUTUR

Signatures of Academic Advisors:

1 B. V. J. 4.1.2017
2 K. 4.1.17

Commissionerate of Collegiate Education, A.P

Academic Audit of Degree Colleges

Format-IV (Single page Academic Advisors Report -SAAR)

S.No	Zone	District	Name of the College,place	Item	Grade *	Impression
1	II	East Godavari	S.K.B.R.COLLEGE E AMALAPURAM	Conduct of Classes	A	Classes are being conducted as per the time table and Annual curricular plans
2				Co-Curricular Activities & Extra-Curricular Activities	B	More number of extra curricular plans are to be conducted
3				College Activity Register	A	well maintained
4				Departmental Activity Registers	B	Registers are to be maintained in proformas
5				Discipline in the campus	A	well maintained
6				IQAC	A	working well
7				JKC	B	It needs to be strengthened. More number of placements should be strived for
8				DRC	C	No DRC working in the college
9				Career Guidance Cell	A	well maintained, two awareness programmes conducted
10				Mana TV	C	NOT sanctioned to the college
11				Library	A	Library is the flagship resource of the college. It is functioning with automation
12				Research & Laboratories	B	Certain staff members are pursuing research and there are 5 laboratories
13				Games & Sports	A	Functioning well, State of the art gymnasium is available in the college
14				Foundation Courses	A	Being conducted by trained faculty
15				Teacher Evaluation by Students	A	Being carried out
16				Maintenance of Registers	B	to be maintained in prescribed proformas
17				Teaching Diaries & Plans	A	well maintained
18				NCC / NSS	A	Students of three NCC wings participated in NIC, IGC and Republic day parade. NSS units carried out Blood donation camp
19				Women Empowerment Cell	A	Functioning well
20				Red Ribbon Club	A	Functioning well
21				Sanitation & drinking water	A	maintained well
22				Cleanliness	A	Good
23				Functioning of Lecturers	A	Good
24				Over All Impression on the College	B	Satisfactory
25	Any Other important Observation					
1) Zoology, Telugu, Physical Education and Library Departments maintainance are specially appreciated. 2) Maintnance of Infrastructure of the college is very fine 3) Students involvement in sports, games and cultural activities is appreciable 4) Discipline in the campus is very good 5) Purified and higenic water is available for all students.						

Signatures of Academic

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* A(Good)/B(Satisfactory)/C (poor)

4.1.17