Commissionerate of Collegiate Education, A.P
Academic & Administrative Audit of Degree Colleges
Format for submission of Academic Advisors Report (AAR)

Zone :   II   **District : East Godavari**

COLLEGE PROFILE

1	Name of the College, URL of Website, email and Phone number	**S.K.B.R.College, Amalapuram,** EG Dt www.skbrcollege.org, skbrcamp@yahoo.co.in, 08856-233656		
2	Name of the Principal, email & Mobile Number	V.Krishna Mohan, krishnamohanvakkalanka@gmail.com, 9491852656		
3	Name of the Vice-Principal, email & Mobile Number	P.Krishna Kishore, kkpechetty@gmail.com, 9849200242		
4	Name of the IQAC Coordinator, email & Mobile Number	R.S.N.Raju, rsnraju@gmail.com,9441294824		
5	Year of Establishment & details of land available if any	1951,Own Land		
6	Affiliating University & AISHE CODE	Adikavi Nannayya University, Rajamahendravaram.		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	B++		
8	UGC Recognition (2f & 12 B)	2f & 12B		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	10.00 AM to 5.00 PM		
10	No. of Posts Sanctioned:	Regular Working: 19	Contract Working: 65	**Guest Working: Nil**
11	Course wise & year wise Students strength particulars (Proforma enclosed)	Proforma enclosed		

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 b Academic Advisors
12	Implementation of Annual Institutional Plan	Prepared in the beginning and implemented	A	Good
13	Departmental Annual Curricular Plans	Prepared in the beginning of the academic Year	A	Good
14	Whether the above two circulated among Students?	Yes	A	Good
15	College Activity Register 2017-18	Register maintained in the proforma	A	Good

No.	Item	Status	Grade	Remarks
16	College Calendar/College Magazine	Prepared and distributed to students and staff	A	Good
17	Add-on Courses (Department-wise) completed during 2016-17	Yes	A	Good
18	Add-on Courses (Department-wise) in 2017-18	Implimenting	A	Good
19	Coverage of Syllabus (Average Percentage)	90% covered Semesters II, IV & VI	A	Good
20	Teaching of Value added courses (HVPE & Foundation Courses & Cluster Electives)	Orgnizing Value added Courses	A	Good
21	No. of New UG & PG Courses introduced in 2017-18	Nil	C	Try to Introduse Timely being Courses
22	Maintenance of Student Attendance Registers including Biometric Attendance	Students attendance registers were maintained by staff & posted in central register and Purchesing Biometric Machines	A	Good
23	Whether feedback on curriculum was obtained from stake holders and analysed	Yes and Intimated to the BOS	A	Good
	II-TEACHING, LEARNING & EVALUATION			
24	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2017-18	Maintained Rule of Reservations in Admissions	A	Good
25	Social-economic status of students enroled(Group wise and Year wise) in 2017-18	Maintained	A	Good
26	Demand Ratio (Group wise)	25	A	Good
27	Percentage of differently abled students (Divyangjan) on roll	5%	A	Good
28	Percentage of full time teachers against sanctioned posts in 2017-18	19	A	Good
29	Student - Full time teacher ratio	1:20	A	Good
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	90 Days	A	Good
31	Teaching Diaries & Teaching Plans in Prescribed Formats	Followed in prescribed formats	A	Good

32	Use of ICT in teaching and learning	Yes	A	Good
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	35%	A	Good
34	Co-Curricular Activities (College level)	Conducted by the departments and Culteral Activites Commite	A	Good
35	Seminars/conferences/workshops organised in 2017-18	Seminars-4,Workshops-2	A	Good
36	Academic Competitions (College Level & Above)	Orgnized by the departments	A	Good
37	Conduct of Internal Examinations-Internal assessment	Conducted by the departments	A	Good
38	Teacher wise result analysis (MARCH/APRIL -2017 & SEP/OCT/NOV- 2017)	Teacher wise result analysis is done	A	Good
39	Pass percentage of students (Group wise) in 2017-18	52%	A	Good
40	Percentage of students undertaking field projects / internships	53%	A	Good
41	Remedial Classes	Remedial classes conducted for slow learners & students fail in the semester end exams and appearing for supplementary	A	Good
42	Conduct of Bridge course	Orgnized Orientation Classes	A	Good
43	Feed back on Teachers by Students and its analysis	Taken by IQAC	A	Good
44	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	Yes anlysed and take steps to implement IQAC	A	Good
III-RESEARCH, INNOVATIONS AND EXTENSION				
45	Is the College a Recognized Research Centre	Aplied for Recognization to ANUR	B	Due to Available more no of Doctrates try to get Research center
46	No. of Research Guides in the College	1	A	Good

47.	No. of Research Scholars working for M.Phil & Ph. D	1	A	**Good**
48	Major/Minor/Other Research Projects	Aplied	B	**Try to get Research Projects**
49	Research Papers Published in 2017-18 (SCOPUS, Web of Science , ICI)	20	A	**Good**
50	Papers Presented in 2017-18 (International/ National/ State)	15	A	**Good**
51	Books Published in 2017-18 (Single Author/ Co Author)	2	A	**Good**
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	Seminar-4, Workshops-2	A	**Good**
53	Record of Consultancy in 2017-18	Yes	A	**Good**
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	Maintained Eco Club	A	**Good**
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	Yes	A	**Good**
56	Record of MoUs in 2017-18	Department of Zoology has MOU	A	**Good**
57	Record of Subject/Department Related Extension Activities	Maintained in the Departments	A	**Good**
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	Orgnized 10 Community Service programs by NSS,NCC and Departments	A	**Good**
59	Number of extension programmes conducted in colloboration with Community/NGOs thriugh NSS/NCC/Red Cross/YRC etc.,	10 Mainly Blood Donation Camp-08-12-2017	A	**Good**
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	adopted 4 villeges under ODF, Special Campanion programs etc.	A	**Good**
61	Number of awards and recognition received for extension activities from Government/ recognised bodies	Awarded 3 Doctrate Degrees	A	**Good**
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
62	Number of Class rooms, Labs and computing equipment	40, 22,100	A	**Good**

63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	Fully Accuped	A	Good
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	Avilable	A	Good
65	Budget allocated for infrastructure augmentation	From UGC grants	A	Budget
66	Library is automated using Integrated Library Management System & NDL	Yes	A	Good
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	Yes	A	Good
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	Yes	A	Good
69	Expenditure for purchase of books and journals in 2017-18	Yes	A	Good
70	Percentage per day usage of library by teachers and students including Logins for INFLIBNET	Yes	A	Good
71	Student-Computer ratio	1:10	A	Good
72	Wifi in the campus	Yes	A	Good
73	Updation of IT facilties	Satisfactory	B	Try to update IT facilities
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	Yes	A	Good
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	Yes	A	Good

V-STUDENT SUPPORT AND PROGRESSION

76	Average percentage of students benefited by scholarships by the Government in 2017-18	80%	A	Good

77	Average percentage of students benefited by scholarships by the Instituition in 2017-18	20%	B	**Satisfactory try to raise the funds from Social Contribution**
78	Average percentage of students benefited by guidance for competitive examinations and c areer counseling offered by the institution in 2017-18	30%	A	**Good**
79	Average percentage of placement of outgoing students in 2017-18	40%	A	**Good**
80	Student grievances Structure, redressal mechanism & Periodicity	Provided	A	**Good**
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	80%	A	**Good**
82	Percentage of student progression to higher education	40%	A	**Good**
83	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	10%	B	**Try to Improve**
84	Number of awards/medals for outstanding performance in sports/cultural activities	Cultural 25%,Sports 30%	A	**Good**
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	Yes	A	**Good**
86	Records of significant achievements in Sports & Games	Yes in National Events	A	**Good**
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	2	A	**Good**
88	Alumni contribution in 2017-18 (In Rs)	Always Suported	A	**Good**
89	Number of Alumni Association /Chapters meetings held in 2017-18	Alumni Association is functioning	A	**Good**
90	Maintenance of JKC facilities & records	JKC records maintained	A	**Good**
91	Record of Student trained and placed in JKC	Maintained	A	**Good**

92	Record of Anti Ragging cell	record maintained	A	Good
93	Maintenance of drinking water	Safe drinking water R O Plant and coolers provided	A	Good
94	Maintenance of sanitation	Good maintanance of sanitation	A	Good
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	Maintained	A	Good
98	Functioning of Committees in Administration (Minutes of meetings)	various staff and students commitees have been formed to assist the Principal in administration	A	Good
99	Awards/Achievements	Faculty members are on BOS of Adikavi Nannayya University, Rajamahendravaram and Awards 3 Doctrates.	A	Good
100	Use of ICT in Governance	Yes	A	Good
101	Perspective/Strategic plan and deployment documents	Yes	A	Good
102	Organizational structure of the Institution	Aided	A	Good
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	Yes	A	Good
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	Encraseing and Suporting	A	Good
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	10	A	Good
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18	20%.	A	Good

107	Orientation Program, Refresher Course, Short Term Course attended by the faculty	20%	A	Good
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	Alumini	B	Try to raise funds
109	Average number of quality initiatives by IQAC for promoting quality culture per year	10	A	Good
110	Participation in NIRF-2017	Participated in 2018	A	Good
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	Record Maintained	A	Good

VII-INSTITUTIONAL VALUES AND BEST PRACTICES

112	Percentage of power requirement of the Institution met by the renewable energy sources	Solar energy	A	Good
113	Waste Management steps taken	Plastic free campus, green landscaping, LED Lighting	A	Good
114	Rain water harvesting structures and utilization in the campus	One Rain Water Harvesting System Maintained by Deparment of Chemistry	A	Good
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	Provided	A	Good
116	Green Practices(plastic free campus, green landscaping, LED Lighting etc.,)	Plastic free campus, green landscaping, LED Lighting	A	Good
117	Record of best/innovative practices by the institution	One Soak pit an eco friendly solar power system were installed in the campus	A	Good
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & Placed in College Website)	Available	A	Good

119	The number of classes(per week) taken by the Principal	6	A	Good
120	Research projects/Publications/ study material developed in 2017-18 by the Institution(Should be available in college website)	20	A	Good

College Grading -" **A**".

Signature of the Vice-Principal

VICE-PRINCIPAL 14/3/18
S.K.B.R.COLLEGE
AMALAPURAM

Signatures of Academic Advisors

Signature of the Principal   14-03-2018

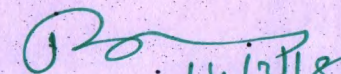PRINCIPAL
S.K.B.R.COLLEGE
AMALAPURAM

1   14/3/18

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

2   14/3/18