

Commissionerate of Collegiate Education, A.P
Academic & Administrative Audit of Degree Colleges
Format for submission of Action Taken Report by Principal of the College (ATR)

Zone : III

District : PRAKASAM

2017-18

COLLEGE PROFILE

1	Name of the College, URL of Website, email and Phone number	YAGDC(W),CHIRALA ; www.yagdcw.com ; gdcwchirala@gmail.com ; Ph.No: 08594-232204		
2	Name of the Principal, email & Mobile Number	Dr.Ch.Ramanamma ; ramani.chenna@gmail.com ; Ph.No: 9440945039		
3	Name of the Vice-Principal, email & Mobile Number	G.Rajeswari ; gangavarapurajeswari98@gmail.com ; Ph.No:9848877879		
4	Name of the IQAC Coordinator, email & Mobile Number	A.V.Ramana Rao ; ramanarao46@gmail.com ; Ph.No: 9292058594		
5	Year of Establishment & details of land available if any	1966 ; 7.5 acres		
6	Affiliating University & AISHE CODE:	Acharya Nagarjuna University ; AISHE CODE: C-32734-2017		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Cycle-2 ; 2012 Oct. ; 2.71		
8	UGC Recognition (2f & 12 B)	Yes		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	General Shift	10 A.M. to 5 P.M.	
10	No. of Posts Sanctioned:	Regular Working: 17	Contract Working: 02	Guest Working: 07
11	Course wise & year wise Students strength particulars (Proforma enclosed)	Filled statement available for 2017-18		

I-CURRICULAR ASPECTS

	Item	Recommendation/Suggestions by Academic Advisors A(Good)/B(Satisfactory)/C (poor) after observation		Action Taken by the Principal
		Grade	Recommendation	
12	Implementation of Annual Institutional Plan	A		
13	Departmental Annual Curricular Plans	A		

14	Whether the above two circulated among Students?	A		
15	College Activity Register 2017-18	A	Maintained well	
16	College Calendar/College Magazine	A	Maintained	
17	Add-on Courses (Department-wise) completed during 2016-17	A		
18	Add-on Courses (Department-wise) in 2017-18	A		
19	Coverage of Syllabus (Average Percentage)	A		
20	Teaching of Value added courses (HVPE & Foundation Courses)	A		
21	No. of New UG & PG Courses introduced in 2017-18	MA (English) is also sanctioned, A	M.Com course is introduced	
22	Maintenance of Student Attendance Registers	A		
23	Whether feedback on curriculum was obtained from stake holders and analysed	A	Yes, Taken	
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	A		
25	Social-economic status of students enrolled(Group wise and Year wise) in 2017-18	A		
26	Demand Ratio (Group wise)	A		
27	Percentage of differently abled students (Divyangjan) on roll	1%< A		
28	Percentage of full time teachers against sanctioned posts in 2017-18	55%, B		
29	Student - Full time teacher ratio	34-1, A		
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	186, A		
31	Teaching Diaries & Teaching Plans in Prescribed Formats	A		

32	Use of ICT in teaching and learning	B		
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	About 80%, B		
34	Co-Curricular Activities (College level)	A		
35	Seminars/conferences/workshops organised in 2017-18	One workshop, B		
36	Academic Competitions (College Level & Above)	A		
37	Conduct of Internal Examinations-Internal assessment	A		
38	Teacher wise result analysis (MARCH/APRIL -2017 & SEP/OCT/NOV- 2017)	Analysed, A		
39	Pass percentage of students (Group wise) in 2017-18	52%, B		
40	Percentage of students undertaking field projects / internships	>50%, B		
41	Remedial Classes	A		
42	Conduct of Bridge course	A		
43	Feed back on Teachers by Students and its analysis	A		
44	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A		

III-RESEARCH, INNOVATIONS AND EXTENSION

45	Is the College a Recognized Research Centre	No, C	Motivate the faculty members to apply for guideship	College has no Ph.D qualified teacher for guideship
46	No. of Research Guides in the College	2, A		
47	No. of Research Scholars working for M.Phil & Ph. D	14, A		
48	Major/Minor/Other Research Projects	01, C	Suggested to apply for Minor/Major research projects to various funded agencies	encourage faculty members to apply for major/minor research projects
49	Research Papers Published in 2017-18 (International/ National)	04, B		


50	Papers Presented in 2017-18 (International/ National/ State)	04, B		
51	Books Published in 2017-18 (Single Author/ Co Author)	One, B		
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	One workshop, B		
53	Record of Consultancy in 2017-18	Nil, C	Suggested to approach the industries or NGOs	Records of Consultancy will be maintained
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	Two linkages, B		necessary steps will be taken to conduct more workshops and seminars related to IPR etc.
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	No, C	Suggested to approach the industries or NGOs	
56	Record of MoUs in 2017-18	A		
57	Record of Subject/Department Related Extension Activities	A		
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A		
59	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	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, etc	A		
61	Number of awards and recognition received for extension activities from Government/ recognised bodies	B		
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
62	Number of Class rooms, Labs and computing equipment	A		


63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A		
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A		
65	Budget allocated for infrastructure augmentation	Rusa college, A		
66	Library is automated using Integrated Library Management System	Automated, A		
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	3, B		
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	No, C	Suggested to subscribe the E-Journals	E-Journals will be subscribed shortly
69	Expenditure for purchase of books and journals in 2017-18	Rs.52000, A		
70	Percentage per day usage of library by teachers and students	75%, B		
71	Student-Computer ratio	8:1, A		
72	Wifi in the campus	Yes, A		
73	Updation of IT facilities	Yes, A		
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	Rs.1,10,000, A		
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A		
V-STUDENT SUPPORT AND PROGRESSION				
76	Average percentage of students benefited by scholarships by the Government in 2017-18	98%,A		


77	Average percentage of students benefited by scholarships by the Institution in 2017-18	25%, B		
78	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-	25%, B		
79	Average percentage of placement of outgoing students in 2017-18	5%, B		
80	Student grievances redressal mechanism	A		
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	A		
82	Percentage of student progression to higher education	30%, C	Encourage the students to admit in the higher education like PG Courses	students will be encouraged to seek admission into PG & other higher studies
83	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.,)	Nil, C		to encourage the PG students to attend the NET/SET exams
84	Number of awards/medals for outstanding performance in sports/cultural activities	A		
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A		
86	Records of significant achievements in Sports & Games	A		
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A		
88	Alumni contribution in 2017-18 (In Rs)	Rs.2,57,405, A		
89	Number of Alumni Association / Chapters meetings held in 2017-18	Two, A		
90	Maintenance of JKC facilities & records	A		
91	Record of Student trained and placed in JKC	A		
92	Record of Anti Ragging cell	A		

93	Maintenance of drinking water	RO system available, A		
94	Maintenance of sanitation	B		
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	A		
98	Functioning of Committees in Administration (Minutes of meetings)	A		
99	Awards/Achievements	A		
100	Use of ICT in Governance	B		
101	Perspective/Strategic plan and deployment documents	A		
102	Organizational structure of the Institution	A		
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	Under Process, A		
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	Nil, C		required initiatives will be taken in this regard
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	2		
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	29%, B		
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	06, B		
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A		
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A		

110	Participation in NIRF-2017	149 Rank, B		
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A		
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	Installed Solar, A		
113	Waste Management steps taken	B		
114	Rain water harvesting structures and utilization in the campus	B		Necessary steps will be taken to improve the utilization of the rain water harvesting pits
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.)	B		
116	Green Practices(plastic free campus, green landscaping etc.)	A		
117	Record of best/innovative practices by the institution	A		
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal)	A		
119	The number of classes(per week) taken by the Principal	6 hours		
120	Research projects/Publications/ study material developed in 2017-18 by the Principal	Not available in the web site, C	Available with the staff and advice to upload in the College Web-site.	encourage research projects/publications by the institution and uploading work is under process in the college website


Signature of the Vice Principal: 16/3/2018


Principal
16/3/18
Principal
Y.A. Govt. Degree College for Women,
CHIRALA, Prakasam Dist., (A.P.)


Signature of the Principal:
Principal
18/3/18
Y.A. Govt. Degree College for Women
CHIRALA - 523 155, Prakasam Dt., (A.P.)