

**Government of Andhra Pradesh**  
**Commissionerate of Collegiate Education**  
**Academic & Administrative Audit of Degree Colleges (2018-19)**  
**Format- IV for submission of Action Taken Report by Principal of the College (ATR)**

**Zone :**

**District :**

<b>COLLEGE PROFILE</b>				
1	Name of the College, URL of Website, email and Phone number	A.G & S.G.Siddhartha Degree College of Arts & Science(Autonomous), Vuyyuru; www.agsgsc.edu.in; agsgsiddhartha@gmail.com; 08676-233267.		
2	Name of the Principal, email & Mobile Number	Dr.D.Bala Krishna, balakrishna327@gmail.com & 9948082147		
3	Name of the Vice-Principal, email & Mobile Number			
4	Name of the IQAC Coordinator, email & Mobile Number	Dr.D.Rajya Lakshmi, drajihistory@gmail.com & 9848673578		
5	Year of Establishment & details of land available if any	1975 yes 12.93 cents		
6	Affiliating University & AISHE CODE:	KRISHNA UNIVERSITY & C- 25309		
7	NAAC Grade with Cycle, Accredited Year & CGPA ( Status of preparation if not Accredited)	2017, A Grade, II Cycle & CGPA 3.05		
8	UGC Recognition (2f & 12 B)	Yes; Enclosed		
9	College Working Hours( if shift system mention details of both shifts & give reasons for shift system)	9.30 A.M to 4.30 PM		
10	No. of Posts Sanctioned:	Regular Working: 57	Contract Working: Guest Working:	
11	Course wise & year wise Students strength particulars ( Proforma enclosed)	Proforma Enclosed		
<b>I-CURRICULAR ASPECTS</b>				
	Item	Recommendation/Suggestions by Academic		Action Taken by the Principal
		Grade	Recommendation	



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12	Implementation of Annual Institutional plan	A	Good	
13	Departmental Annual Curricular plans	A	Good	
14	Whether the above two circulated among students	A	Good	
15	College Activity Register 2017-18	A	Good	
16	College Calender / College Magazine	A	Good	
17	Add-on Courses (Department -wise) completed during 2016-17	B	Satisfactory	It is proposed to conduct more number of Add-on courses from the academic year 2017-18
18	Add-on Courses (Department-wise) in 2017-18	B	Satisfactory	Implemented more Add-on courses in 2018-19. Commerce - Tally, Botany - Organic Farming, Zoology dept. - Mushroom Culture, English dept. - Communication Skills Physical Education - Yoga, Journalism.
19	Coverage of Syllabus (Average Percentage)	A	Good	
20	Teaching of Value added courses (HVPE & Foundation Courses)	A	Good	
21	No. of New UG & PG Courses introduced in 2017-18	A	Good	
22	Maintenance of Student Attendance Registers	A	Try to implement Bio-Metric for Students and Staff from next academic year.	Going to be implement from new academic year.
23	Whether feedback on curriculum was obtained from stake holders and analysed	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	Enclosed		
25	Social-economic status of students enroled(Group wise and Year wise) in 2017-18	Enclosed		
26	Demand Ratio (Group wise)	1:2		

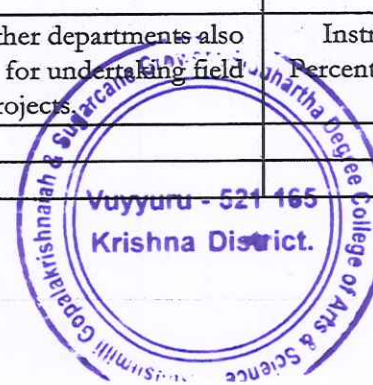


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27	Percentage of differently abled students (Divyangjan) on roll	3 Members		
28	Percentage of full time teachers against sanctioned posts in 2017-18	A	Good	
29	Student - Full time teacher ratio	A	Good	
	Student Profile as per prescribed reservation	Enclosed		
30	Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2017-18	A		
31	Teaching Diaries & Teaching Plans in Prescribed Formats	B	Teaching synopsis must be followed as per the prescribed format of CCE.	Advised the staff to follow Teaching Synopsis as per the prescribed format of CCE.
32	Use of ICT in teaching and learning	A		
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	A		
34	Co-Curricular Activities ( College level)	A		
35	Seminars/conferences/workshops organised in 2017-18	A		
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)	A		
39	Pass percentage of students (Group wise) in 2017-18	A		
40	Percentage of students undertaking field projects / internships	B	Suggested the other departments also to take initiative for undertaking field projects.	Instructed the staff to enhance the Percentage of students undertaking field projects / internships
41	Remedial Classes	A		
42	Conduct of Bridge course	A		



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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		
	Students' Grievances/Redressal (Examination Cell) Report	A		
	Automation details of Exam Cell	A		
<b>III-RESEARCH, INNOVATIONS AND EXTENSION</b>				
45	Is the College a Recognized Research Centre	NA		Requested the Management to start Research Centre.
	Policy for Promotion of Research (A)	A	Good	
	Institutional Seed money for Research	A	Good	
46	No. of Research Guides in the College	B		Advised the staff members having Ph.D., to apply guideship.
47	No. of Research Scholars working for M.Phil & Ph. D	B		Advised the staff members having Ph.D., to apply guideship.
	Research Projects funded by Govt/Other Organisations	B	Suggested for other departments to apply for research projects.	Motivate the staff to undertake MRP's.
48	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	C		
	Code of Ethics/ Plagiarism software	C		
49	Research Papers/Chapters Published in 2018-19 ( SCOPUS, Web of Science ,ISBN/ISSN, ICI ) (International/ National )	B		Motivate the staff to publish more no.of papers.
50	Papers Presented in 2017-18 (International/ National/ State )	B		Motivate the staff to publish more no.of papers.
51	Books Published in 2017-18 ( Single Author/ Co Author)	B		Motivate the staff to publish more no.of books.
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State )	A		
	Bibliometrics details	B		



  
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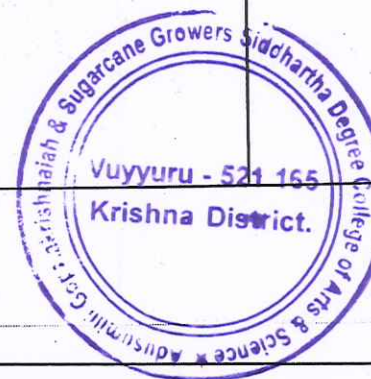


53	Record of Consultancy in 2017-18	B		
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A		
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	A		
	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents)	B	Suggested to get MoU signed on stamped legal documents by all departments.	
	Collaborations for Research/Faculty Exchange/Student Exchange (Attach MoUs/Linkages)	C	Linkage and MoU's by all departments is to be taken.	Advised the staff to enhance the MoU's.
57	Record of Subject/Department Related Extension Activities	B	Departmental wise Extension activities is to be maintained.	Instructed the staff to maintain extension activities departmental wise.
	Number of extension programmes conducted (apart from NSS/NCC) 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</b>				



  
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62	Number of Class rooms, Labs and computing equipment	A	Good	
63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A	Good	
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(CA certified statement)	A		
66	Library is automated using Integrated Library Management System	A		
67	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	C		Trying to procure them.
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases(Give website URL)	B		
69	Expenditure for purchase of books and journals in 2017-18(CA Certified statement)	A		
70	Percentage per day usage of library by teachers and students including Logins for INFLIBNET/NLIST	B	Suggested to increase the percentage per day usage of Library by teachers and students.	Suggested the Teachers to increase percentage per day usage of Library.
71	Student-Computer ratio	A		
72	Wifi in the campus	A		
73	Updation of IT facilities a) English Language Lab b) JKC Lab c) Computer Labs d) APSSDC Lab e) Student Computer Ratio f) Wi-fi enabled campus e) Media Centre / Studio	A		



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	Bandwidth of Internet Connections with details	40 mbps		
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A		
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A		
<b>V-STUDENT SUPPORT AND PROGRESSION</b>				
76	Average percentage of students benefited by scholarships by the Government in 2017-18	A		
77	Average percentage of students benefited by scholarships by the Institution in 2017-18	A		
78	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	B		
79	Average percentage of placement of outgoing students in 2017-18	C	Advised to improve the placement percentage.	Proposed to improve placement percentage.
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	B		Encourage the student progression for higher studies.
83	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.,)	-		
84	Number of awards/medals for outstanding performance in sports/cultural activities	B		Plan to achieve higher grade.



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85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	B		Proposed to maintain separate record for Student Council meeting.
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) (CA audited statement)	A		
89	Number of Alumni Association /Chapters meetings held in 2017-18	A		
90	Maintenance of JKC facilities & records	C		Our students are attending APSSDC classes and Guru Academy classes.
91	Record of Student trained and placed in JKC			
92	Record of Anti Ragging cell	A		
93	Maintenance of drinking water	A		
94	Maintenance of sanitation	A		
<b>VI-GOVERNANCE AND LEADERSHIP</b>				
97	Staff Council Register	A		
98	Functioning of Committees in Administration ( Minutes of meetings)	A		
99	Awards/Achievements	B		Motivate the staff to achieve awards.
100	Use of ICT in Governance	A		
101	Perspective/Strategic plan and deployment documents	B		Plan to improvement in a proper way.
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	B		Plan to implement of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination.



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104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	A	Good	
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	B		Plan to increase the number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff.
106	Percentage of teachers attended professional development programs (Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	A	Good	
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	B		
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A	Good	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A		
110	Participation in NIRF-2017	B		
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A		
	Decentralisation and Participative Management Procedure	A		
	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	B		Plan to implement of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination.
	Teachers attending OC /RC/FDP	B		Encouraging the teachers to attend OC/RC/FDP



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	Performance appraisal system for Teaching and Non-Teaching Staff	A		
	Strategies for Mobilisation of Funds	A		
	Funds /Grants received from non-government bodies and philanthropists (CA Audited statement)	A		
<b>VII-INSTITUTIONAL VALUES AND BEST PRACTICES</b>				
	<b>Social Responsibility:</b> Programs such as Nava Nirmana Deeksha, Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.	A		
	<b>Gender Equity Promotion Programmes and facilities to address gender Sensitivity</b>	B		
	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.,)	A		
112	Percentage of power requirement of the Institution met by the renewable energy sources(solar panels)	A		
113	Waste Management steps taken	A		
114	Rain water harvesting structures and utilization in the campus	A		
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	B		Arranged more no.of ramps for differently abled persons.
117	Record of best/innovative practices by the institution	A		
118	College Activity Register 2018-19 & Hard Copy of AQAR 2016-17 ( should be available with the Principal)	A		
119	The number of classes(per week) taken by the Principal	A		



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120	Research projects/Publications/ study material developed in 2018-19 by the Principal	B		
	Initiatives taken to engage and contribute to local community	B		
	Code of Conduct Book for Principal/Staff/Non Teaching and Students			
	Display of Core Values	Available		
	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights	A		
	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course	A		
	Institutional and Departmental Best Practices	A		
<b>College Grading - A</b>				

Signature of the Vice-Principal

Name  
Date

Signature of the Principal

AG & SG Siddhartha Degree College of  
Arts & Science (Autonomous), Krishna  
Name: Dr. D. Balakrishna  
Date : 12.03.2019



  
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