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 : II   **District : E.G.Dt.**

	COLLEGE PROFILE			
1	Name of the College, URL of Website, email and Phone number	V.S.M. College(A), RAMACHANDRAPURAM - 533 255, E.G.Dt. www.vsmcollege.org., vsm college66@gmail.com, vsmcollege66@yahoo.com, 242328		08857 -
2	Name of the Principal, email & Mobile Number	Sri NSV Kiran Kumar, kiranvsmc@gmail.com 9866522999		
3	Name of the Vice-Principal, email & Mobile Number			
4	Name of the IQAC Coordinator, email & Mobile Number	Sri B.V.V. Sagar, 9440463625		
5	Year of Establishment & details of land available if any	1966, own land, Ac. 13.79		
6	Affiliating University & AISHE CODE:	ADIKAVI NANNAYA UNIVERSITY - C-24390		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Re-accredited by NAAC at 'B' Grade with CGPA of 2.69		
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)	9.30 AM to 4.30 PM	12.30 to 1.30 lunch break	
10	No. of Posts Sanctioned:	Regular Working: Aided : 9 Un-aided : 57	Contract Working: Nil	Guest Working: Nil

| 11 | Course wise & year wise Students strength particulars (Proforma enclosed) | enclosed | | |

I-CURRICULAR ASPECTS

	Item	Recommendation/Suggestions by Academic		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		
16	College Calendar/College Magazine	B		
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 2018-19	A		
22	Maintenance of Student Attendance Registers	A		
23	Whether feedback on curriculum was obtained from stake holders and analysed	A		

II-TEACHING, LEARNING & EVALUATION

	Item	Grade	Recommendation	Action Taken by the Principal
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 enroled(Group wise and Year wise) in 2017-18	A		

26	Demand Ratio (Group wise)	B		
27	Percentage of differently abled students (Divyangjan) on roll	NIL		
28	Percentage of full time teachers against sanctioned posts in 2017-18	B		
29	Student - Full time teacher ratio	A		
	Student Profile as per prescribed reservation			
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	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.	B		
34	Co-Curricular Activities (College level)	A		
35	Seminars/conferences/workshops organised in 2018-19	D	It is suggested to organize seminars/ workshops/confernces	Already proposals were sent to UGC for the financial support to conduct seminars
36	Academic Competitions (College Level & Above)	B		
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	C	Improve	Try to improve
41	Remedial Classes	B		
42	Conduct of Bridge course	B		
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	B		
	Students' Grievances/Redressal (Examination Cell) Report			
	Automation details of Exam Cell			
**III-RESEARCH, INNOVATIONS AND EXTENSION**			
45	Is the College a Recognized Research Centre	B		
	Policy for Promotion of Research (A)			
	Institutional Seed money for Research			
46	No. of Research Guides in the College	B		
47	No. of Research Scholars working for M.Phil & Ph. D	D		
	Research Projects funded by Govt/Other Organisations			
48	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	D	Need to apply for Research projects by the faculty	Already proposals were sent to UGC for the financial support for Minor Research Project
	Code of Ethics/ Plagiarism software			
49	Research Papers/Chapters Published in 2018-19 (SCOPUS, Web of Science ,ISBN/ISSN, ICI) (International/ National)	A		
50	Papers Presented in 2017-18 (International/ National/ State)	B		

51	Books Published in 2017-18 (Single Author/ Co Author)	D	Involve actively Research	We try to involve
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State)	D	Need to organise Seminars by Departments	Already proposals were sent to UGC for the financial support to conduct seminars
	Bibliometrics details			
53	Record of Consultancy in 2017-18	D		
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	D		
55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	D	It is suggested to organize seminars on IPR/Gener equality ynder IQAC	We will planning to conduct workshop on IPR throw IQAC next academic year 2019-20
56	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents	A		
	Collaborations for Research/Faculty Exchange/Student Exchange (Attach MoUs/Linkages)			
57	Record of Subject/Department Related Extension Activities	B		
58	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 colloboration with Community/NGOs thrigh 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	A	

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	B	
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	C	More ICT class rooms needed	Try to improve
65	Budget allocated for infrastructure augmentation(CA certified statement)	D	
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	A	
68	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases(Give website URL)	A	
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	C	Improve		Try to improve
71	Student-Computer ratio	C	Improve		Try to improve
72	Wifi in the campus	B			
73	Updation of IT facilties 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	B			
	Bandwidth of Internet Connections with details				
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	B			
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	B			
V-STUDENT SUPPORT AND PROGRESSION					
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 Instituition in 2017-18	A			
78	Average percentage of students benefited by guidance for competitive examinations and c areer counseling offered by the institution in 2017-18	B			

79	Average percentage of placement of outgoing students in 2017-18	B		
80	Student grievances redressal mechanism	B		
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	B		
82	Percentage of student progression to higher education	B		
83	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	C	Improve	Try to improve
84	Number of awards/medals for outstanding performance in sports/cultural activities	B		
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	B		
86	Records of significant achievements in Sports & Games	B		
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	B		
88	Alumni contribution in 2017-18 (In Rs) (CA audited statement)	D	Improve	Try to improve
89	Number of Alumni Association /Chapters meetings held in 2017-18	B		
90	Maintenance of JKC facilities & records	D	Need to establish	Try to established for the next academic year
91	Record of Student trained and placed in JKC	D		

92	Record of Anti Ragging cell	B		
93	Maintenance of drinking water	B		
94	Maintenance of sanitation	B		
**VI-GOVERNANCE AND LEADERSHIP**			
97	Staff Council Register	A		
98	Functioning of Committees in Administration (Minutes of meetings)	B		
99	Awards/Achievements	D		
100	Use of ICT in Governance	B		
101	Perspective/Strategic plan and deployment documents	B		
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		
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	C		
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	C		
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18	C	Encourage the faculty to participate in Orientation programme Refresher course, short term courses	We motivate the Un-aided lecturers participate in Orientation programme, Refresher course, short term courses
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	C		

108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	D	Improve	Try to improve
109	Average number of quality initiatives by IQAC for promoting quality culture per year	D	Try to organize seminars/workshops and seminars under IQAC	We are planning to increase the number of quality initiatives by IQAC for promoting Quality culture per next year i.e., 2019-20
110	Participation in NIRF-2017	C		
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	B		
	Decentralisation and Participative Management Procedure			
	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination			
	Teachers attending OC /RC/FDP			
	Performance appraisal system for Teaching and Non-Teaching Staff			
	Strategies for Mobilisation of Funds			
	Funds /Grants received from non-government bodies and philanthropists (CA Audited statement)			
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
	Social Responsibility: Programs such asNava Nirmana Deeksha,Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.			

	Gender Equity Promotion Programmes and facilities to address gender Sensitivity			
112	Percentage of power requirement of the Institution met by the renewable energy sources(solar panels)	B		
113	Waste Management steps taken	C	Improve	Try to improve
114	Rain water harvesting structures and utilization in the campus	B		
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	C	Improve	Try to improve
116	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.,)	B		
117	Record of best/innovative practices by the institution	B		
118	College Activity Register 2018-19 & Hard Copy of AQAR 2016-17 (should be available with the Principal)	B		
119	The number of classes(per week) taken by the Principal	A		
120	Research projects/Publications/ study material developed in 2018-19 by the Principal	B		
	Initiatives taken to engage and contribute to local community			
	Code of Conduct Book for Principal/Staff/Non Teaching and Students			
	Display of Core Values			

	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights			
	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course			
	Institutional and Departmental Best Practices			

College Grading - B

Signature of the Vice-Principal

Signature of the Principal

PRINCIPAL, V.S.M. COLLEGE (A)
RAMACHANDRAPURAM-533 255, (E.G.Dt.)

Name :

Name : N.S.V. Kiran Kumar

Date

Date : 12.03.2019