

Government of Andhra Pradesh

Academic & Administrative Audit of Degree Colleges (2020-21)

Format - III A (To be Filled by Faculty and handed over to Academic Advisor)

Zone: II

GDC, AVANIGADDA

A.VEERA KUMARI

ECONOMICS

Name of the College and	GDC, AVANIGADDA		Date of	31-03-2042					
Name of the Lecturer	A.VEERA KUMARI		Date of						
Name of the Subject	ECONOMICS		Date of						
Date of Joining in Degree	22-05-2013		Date of						
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information on in support of the key indicator	Key Aspect Scores	Preetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWW GP) = KIGP X Wi	KIWW GP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
Curricular Planning and Implementation (for	Preperation and Implementation of 1. Annual Academic Curriculum Plan 2.Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10						1)All five key indicators =3 2)Anv four key

1	Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	<p>3. Teaching Diary ✓</p> <p>4. Lesson Plans ✓</p> <p>5. Active Participation in BOS</p>	Course wise/Sem wise Records for the Academic Year	2x5 = 10	30	A	90	<p>indicators =2</p> <p>Grade points/B</p> <p>3)Any two key indicators =1</p> <p>Grade points/C</p> <p>4)No Indicator=0/D</p>
2	Curriculum Flexibility/Enrichment	<p>1. Additional inputs related to Curriculum of the courses taught</p> <p>2. Value added courses offered & completed</p> <p>a)Certificate</p> <p>b)Diploma</p> <p>c)Any Online courses like MOOCs</p>	<p>a)Course wise/Sem wise additional inputs Reports</p> <p>b)Report on Certificate/ Diploma</p> <p>c)Any Online courses</p>	10	10	C	10	<p>1)All three key indicators =3</p> <p>Grade points/A</p> <p>2)Any two key indicators =2</p> <p>Grade points/B</p> <p>3)Any one key indicator =1</p> <p>Grade point/C</p> <p>4)No Indicator=0/D</p>

3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
II-TEACHING, LEARNING & EVALUATION								

4	Caring to Student Diversity	<p>1/ Report on grouping of students into Slow, Moderate and Advanced learners</p> <p>2/ Course wise activities designed for Slow, Moderate and Advanced learners</p>	<p>1. Course wise /Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)</p> <p>2. Course wise /Sem wise Activities designed for Slow, Moderate and Advanced learners</p>	10	20	A	60	<p>1) All three key indicators =3 Grade points/A</p> <p>2) Any two key indicators =2 Grade points/B</p> <p>3) Any one key indicator =1 Grade point/C</p> <p>4) No Indicator=0/D</p>
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		<p>1. Report on Course wise Bridge Courses conducted</p> <p>2. Report on Course wise Remedial coaching conducted</p>	<p>1. Course wise/Sem wise Reports on Bridge Courses conducted</p> <p>2. Course wise/Sem wise</p>	<p>2x5=10</p>			10		
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5	Teaching Learning Process	<p>1 Report on student centered methods implemented (Course wise)</p> <p>2 Report on implementation of IT in teaching and learning (Course wise) or</p> <p>Report on implementation of Computer/Internet assisted learning (Course wise)</p> <p>3 Report on the Use of LMS tools (Course wise)</p> <p>4 Contribution for the development of LMS in the concerned subject</p> <p>5 Report on innovative pedagogical Tools used</p>	Course wise / Sem wise Reports	50	50	A	150	<p>D/All five key indicators = 5 Grade points/ A</p> <p>2) Any three key indicators = 2 Grade points/ B</p> <p>3) Any two key indicator = 1 Grade point/ C</p> <p>4) Below two = 0/ D</p>
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		<p>1. Report on Seminars/Conferences/Workshops/ Guest Lectures organized</p> <p>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</p> <p>3. Awards and recognition</p> <p>4. Participation in Short term/ Orientation</p> <p>5. E- Content Development /MOOCs (Massive Open Online Courses)</p> <p>6. Additional Qualifications acquired during the last two years</p>	<p>Reports and Certificates</p>	<p>30</p>	<p>30</p>	<p>A</p>	<p>90</p>	<p>1) Any five key indicators =3 Grade points/A</p> <p>2) Any three key indicators =2 Grade points/B</p> <p>3) Any two key indicator =1 Grade point/C</p> <p>4) Below two=0/D</p>
6	Teacher Profile and Quality	<p>1. Report on Formative Evaluation (CIE)</p> <p>2. Assignments-Critical, Innovative, text book and Internet based</p>	<p>Department wise reports regarding 1. Mid exams, Seminar Reports, Assignments</p>	<p>10</p>	<p>30</p>	<p>A</p>	<p>90</p>	<p>1) All four key indicator Metrics =3 Grade points/A</p> <p>2) Metrics 1, 2, 4 =2 Grade points/B</p>
7	Evaluation Process and							

Reforms	<ol style="list-style-type: none"> Involvement in Summative evaluation Maintaining Marks Register & Result Analysis register. 	<p>nt books, Projects and any other tools of Internal</p> <p>5</p>	5	<ol style="list-style-type: none"> Metrics 1, 2, 3 = 1 Grade point/C Below two=0/D 	
8	<ol style="list-style-type: none"> Announcement and Attainment of Course Outcomes Report on Student seminars/ Student demonstrations (Course wise) Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise) Report on Field trips (Course wise) Report on Student Study projects (Course wise) 	<p>Course wise Reports</p> <p>5x6=30</p>	30	<p>A</p> <p>90</p> <ol style="list-style-type: none"> All five key indicators = 3 Grade points/A First KI Metric and any three other = 2 Grade points/B First KI Metric and any two other = 1 Grade point/C Below two=0/D 	
III-RESEARCH, INNOVATIONS AND EXTENSION					
Funding obtained for	1. Minor Research Projects	Letter of intimation and	5		1) All three key indicators = 3 Grade points/A

9	Research (Govt./Non-Governmental Bodies)	2. Major Research Projects	award letters (For Current Year only	10	20	D	0	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
		3. Consultancy Projects	Either	5				
10	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Scopus/Web of Science/ICI or UGC-CARE Listed journals/Any book with ISBN shall be considered)		10	60	D	0	1) Any three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator=0/D
				15				
		5						
		10		10				
		10		10				
		5. Research Guideship						
		6. Awards in recognition of research work						

11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/ Domain related)	Reports in the NAAC format	10	20	D	0	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
		Involvement in activities related to community service a. Sensitising the students about the value of Community Service b. Organising the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	5+5		A	60	

12	Functional MoUs /Collaborations with Govt and Non Governmental Organisations	1. Collaboration with University/ Industry/NGO/ Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy.	MoUs - 5 points Consultancy offered - 10 Amount generated through Consultancy - 5 points	20	5	C	5 ✓	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator=0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES								

13	Physical facilities	Infrastructural facilities in the Department/Colleges a. Use of Digital Classrooms b. Use of Virtual Classroom c. Use of Labs d. Use of Library e. Nlist usage. f. Maintenance of Departmental Library	Log books related to usage	20	20	A	40	1) Any four key indicators =3 Grade points/A 2) Any three key indicators =2 Grade points/B 3) Any two key indicators =1 Grade point/C 4) Below two Indicators=0/D
V. ROLE IN STUDENT SUPPORT AND PROGRESSION								

16			<ol style="list-style-type: none"> 1. Counseling of students as Mentor/ Class teacher a) Student Profile Collection b) Semester wise updation and maintenance. 2. Any other Study Material /Guidance Box a) Academic guidance for the advanced learner (offering suggestions/ reference books) b) Handholding the slow learners (offering study material/ question banks) 3. Offering merit Scholarships 4. Organizing/Participation in Parent Teacher Meetings 	<p>20</p> <p>10</p> <p>10</p>	50	B	100	<ol style="list-style-type: none"> 1) All Four key indicators =3 Grade points/A 2) Any Three key indicators =2 Grade points/B 3) Any Two key indicator =1 Grade point/C 4) Below two=0/D 	
17									
15	Student Progression	<ol style="list-style-type: none"> Report on Programme/Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship 	<p>10</p> <p>10</p> <p>10</p>	30	A	90	<ol style="list-style-type: none"> 1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key 		

VI- ROLE IN INSTITUTIONAL GOVERNANCE

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16	Participation in Institutional Governance and Leadership	<input checked="" type="checkbox"/> Contribution to Departmental Vision & Mission and Departmental Action Plan <input checked="" type="checkbox"/> Participation in different institutional committees and preparation of committee reports <input type="checkbox"/> Participation in different institutional activities that focus on value based education <input type="checkbox"/> Contribution to IQAC/ quality initiatives	Reports in the NAAC format	2x10	20	C	20	1) All Four key indicators = 3 Grade points /A 2) Any Three key indicators = 2 Grade points /B 3) Any Two key indicator = 1 Grade point /C 4) Below two = 0 /D
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VII - BEST PRACTICES

17	Best Practices	<input checked="" type="checkbox"/> Identification and Contribution to <input checked="" type="checkbox"/> The Departmental Best practices <input type="checkbox"/> Institutional Best practices	Reports in the NAAC format	20	20	A	40	1) All Two key indicators = 3 Grade points /A 2) Any one key indicator = 2 Grade points /B 3) No Indicator = 0 /D
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Total Grade points

500

975

Name & Signature of the

Principa

Principal

Signature

Name & Signatures of the Academic

1)

2)

3)

GOVT. DEGREE COLLEGE,

AVANIGADDA, Keshavnagar Dist

Ajeera Kamori