

Government of Andhra Pradesh
Commissionerate of Collegiate Education
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							
DISTRICT: KRISHNA		M.VENKATESWAR RAO							
Name of the College and Address		MATHEMATICS							
Name of the Lecturer		Date of Retirement:							
Name of the Subject		31-08-2028							
Date of Joining in Degree College/Date of Joining in the present Institution		30-06-1998							
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Grade Points (KIGP) (A = 3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5=10	30	A	90		1) All five key indicators =3 Grade points/A 2) Any four key indicators =2 Grade points/B 3) Any two key indicators =1 Grade points/C 4) No Indicator=0/D
			3. Teaching Diary	2x5=10					
			4. Lesson Plans	10					
			5. Active Participation in BOS	10					
			1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports					
2	Curriculum Flexibility/Enrichment								

		2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	b) Report on Certificate / Diploma c) Any Online courses like MOOCs	2x5=10						2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
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	Catering to Student Diversity	1. Report on grouping of students into Slow, Moderate and Advanced learners 2. Course wise activities designed for Slow, Moderate and Advanced learners	1. Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners) 2. Course wise/Sem wise Activities designed for Slow, Moderate and Advanced learners	10	20	A	60			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
		1. Report on Course wise Bridge Courses conducted 2. Report on Course wise Remedial coaching conducted	1. Course wise/Sem wise Reports on Bridge Courses conducted 2. Course wise/Sem wise Report on Remedial coaching conducted	2x5=10						

Physical facilities	Infrastructural facilities in the Departmental/Colleges a. Use of Digital Classrooms b. Use of Virtual Classroom c. Use of Labs d. Use of Library e. N-list usage. f. Maintenance of Departmental Library	Log books related to usage	20	20	A	60	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
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V- ROLE IN STUDENT SUPPORT AND PROGRESSION

Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection b. Semester wise updation and maintenance. 2. Any other Study Material /Guidance 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	Reports in the NAAC format 	20 	50 	A 	150 	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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Student Progression	Report on Programme/Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship	Reports in the NAAC format 	10 10 10 10	30	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
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VI- ROLE IN INSTITUTIONAL GOVERNANCE

		(Note: A maximum of 3 publications in Scopus/Web of Science/ICI or UGC - CARE Listed journals/ Any book with ISBN shall be considered)																			
		5. Research Guideship 6. Awards in recognition of research work		10 10																	
		Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10																	
11	Extension Activities	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	20	B	40														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
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	20	C	20														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

5	Teaching-Learning Process	<p>1. Report on student centered methods implemented (Course wise)</p> <p>2. Report on implementation of ICT in teaching and learning (Course wise)</p> <p>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>	<p>Course wise/ Sem wise Reports</p>	50	50	B	100					<p>1) All 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 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 /Refresher courses/FDPPs</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>	30	30	B	60					<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>
Evaluation Process	1. Report on Formative Evaluation (CIE)	Department wise reports regarding	10	30	A	90						<p>1) All four key indicator Metrics =3 Grade points/A</p>

16	Participation in Institutional Governance and Leadership	a) Contribution to Departmental Vision & Mission and Departmental Action Plan b) Participation in different institutional committees and preparation of committee reports c) Participation in different institutional activities that focus on value based education d) Contribution to IQAC/quality initiatives	Reports in the NAAC format	4x10	40	A	120	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	
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator =0/D	
Total Grade points				500			1050		

Name & Signature of the Principal



PRINCIPAL
GOVT. DEGREE COLLEGE,
AVANGADDA, Krishna Dist.

Ans
1.1.22

Name & Signatures of the Academic advisors

- 1)
- 2)
- 3)