

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  
DISTRICT: KRISHNA

Name of the College and Address  
GDC, AVANIGADDA

Name of the Lecturer  
Dr.P.B.SANDHYA SRI

Name of the Subject  
PHYSICS

Date of Joining in Degree College/Date of Joining in the present Institution  
05-07-2000

Date of Retirement  
31-07-2033

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

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

I-CURRICULAR ASPECTS		Preparation and Implementation of 1/Annual Academic Curriculum Plan 2.Course Objectives & Outcomes		Course wise/Sem wise Records for the Academic Year		Key Indicator Grade Points (KIGP)		Key Indicator Wise Weighted Grade Points (KIWWGP)		KIWWGP as per Academic Advisor's grading		Guidelines	
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	3. Teaching Diary	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	
		4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5=10									
2	Curriculum Flexibility/Enrichment	5. Active Participation in BOS	Invitation Letter & Attendance	10	20	A	60					1) All three key indicators =3 Grade points/A	
		1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports	10									

	& 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					

<p>5</p> <p>Teaching-Learning Process</p>	<p>1. Report on student centered methods implemented (Course wise) 2. Report on implementation of ICT in teaching and learning (Course wise) or Report on implementation of Computer/Internet assisted learning (Course wise) 3. Report on the Use of LMS tools (Course wise) 4. Contribution for the development of LMS in the concerned subject 5. Report on innovative pedagogical Tools used</p>	<p>Course wise/ Sem wise Reports</p>	<p>50</p>	<p>50</p>	<p>B</p>	<p>100</p>	<p>1) All five 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</p>
<p>6</p> <p>Teacher Profile and Quality</p>	<p>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized 2. Report on Participation in Seminars/Conferences/Workshops/Guest Lectures/Invited talks 3. Awards and recognition 4. Participation in Short term/ Orientation /Refresher courses/FDPs 5. E- Content Development/MOOCs (Massive Open Online Courses) 6. Additional Qualifications acquired during the last two years</p>	<p>Reports and Certificates</p>	<p>30</p>	<p>30</p>	<p>B</p>	<p>90</p>	<p>1) Any five 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</p>
<p>7</p> <p>Evaluation Process</p>	<p>1. Report on Formative Evaluation (CIE)</p>	<p>Department wise reports regarding</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>

and Reforms		2. Assignments-Critical, Innovative, text book and Internet based	1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment	10						2) Metrics 1, 2, 4 =2 Grade points/B 3) Metrics 1, 2, 3 =1 Grade point/C 4) Below two=0/D
		3. Involvement in Summative evaluation		5						
8	Student Performance and Learning Outcomes	1. Announcement and Attainment of Course Outcomes	2. Departmental Internal Marks Register for CIA verified by the Principal	5x6=30	30	A	90			1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
		2. Report on Student seminars/ Student demonstrations (Course wise)								
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Ongoing OR Completed)	5	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
		2. Major Research Projects		10						
10	Research Publications and Awards	3. Consultancy Projects	1. Papers Published in Journals / Chapters published in edited volumes	5	60	A	180			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
		1. Papers Published in Journals / Chapters published in edited volumes		10						
		2. Books published as single author		15						
		3. Books published as Co-Author		10						
		4. Papers/Chapters published as Co-Author		5						

**III-RESEARCH, INNOVATIONS AND EXTENSION**

		(Note: A maximum of 3 publications in Scopus/Web of Science/ICJ or UGC - CARE Listed Journals/Any book with ISBN shall be considered)																			
		5. Research Guideship 6. Awards in recognition of research work																			
		Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/ Domain related)	Reports in the NAAC format	10																	
		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																	
11	✓	Extension Activities			20		B		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
12	✓	Functional MoUs / Collaborations with Govt and Non Governmental Organisations	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

13	Physical facilities	<p>Infrastructural facilities in the Department/Colleges</p> <ol style="list-style-type: none"> <li>Use of Digital Classrooms</li> <li>Use of Virtual Classroom</li> <li>Use of Labs</li> <li>Use of Library</li> <li>N-list usage.</li> <li>Maintenance of Departmental Library</li> </ol>	Log books related to usage	20	20	A	60	<ol style="list-style-type: none"> <li>Any four key indicators =3 Grade points/A</li> <li>Any three key indicators =2 Grade points/B</li> <li>Any two key indicators =1 Grade point/C</li> <li>Below two Indicators=0/D</li> </ol>
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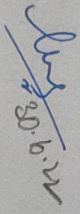
**V- ROLE IN STUDENT SUPPORT AND PROGRESSION**

14	Student Support	<ol style="list-style-type: none"> <li>Counseling of students as Mentor/ Class teacher             <ol style="list-style-type: none"> <li>Student Profile Collection</li> <li>Semester wise updation and maintenance.</li> <li>Any other Study Material /Guidance</li> <li>Academic guidance for the advanced learner (offering suggestions/reference books)</li> <li>Handholding the slow learners (offering study material/ question banks)</li> <li>Offering merit Scholarships</li> <li>Organizing/Participation in Parent Teacher Meetings</li> </ol> </li> </ol>	Reports in the NAAC format	20	10	50	A	150	<ol style="list-style-type: none"> <li>All Four key indicators =3 Grade points/A</li> <li>Any Three key indicators =2 Grade points/B</li> <li>Any Two key indicator =1 Grade point/C</li> <li>Below two=0/D</li> </ol>
15	Student Progression	<ol style="list-style-type: none"> <li>Report on Programme/Course wise students' progression to             <ol style="list-style-type: none"> <li>Higher Education</li> <li>Employment</li> <li>Entrepreneurship</li> </ol> </li> </ol>	Reports in the NAAC format	10	10	30	D	0	<ol style="list-style-type: none"> <li>All three key indicators =3 Grade points/A</li> <li>Any two key indicators =2 Grade points/B</li> <li>Any one key indicator =1 Grade point/C</li> <li>No Indicator=0/D</li> </ol>

**VI- ROLE IN INSTITUTIONAL GOVERNANCE**

16	Participation in Institutional Governance and Leadership	<ul style="list-style-type: none"> <li>a) Contribution to Departmental Vision &amp; Mission and Departmental Action Plan</li> <li>b) Participation in different institutional committees and preparation of committee reports</li> <li>c) Participation in different institutional activities that focus on value based education</li> <li>d) Contribution to IQAC/quality initiatives</li> </ul>	Reports in the NAAC format	4x10	40	A	120	<ul style="list-style-type: none"> <li>1) All Four key indicators =3 Grade points /A</li> <li>2) Any Three key indicators =2 Grade points /B</li> <li>3) Any Two key indicator =1 Grade point /C</li> <li>4) Below two =0/D</li> </ul>	
<b>VII - BEST PRACTICES</b>									
17	Best Practices	<ul style="list-style-type: none"> <li>Identification and Contribution to</li> <li>a) The Departmental Best practices</li> <li>b) Institutional Best practices</li> </ul>	Reports in the NAAC format	20	20	A	60	<ul style="list-style-type: none"> <li>1) All Two key indicators =3 Grade points /A</li> <li>2) Any one key indicator =2 Grade points /B</li> <li>3) No Indicator =0/D</li> </ul>	
<b>Total Grade points</b>				<b>500</b>			<b>1260</b>		

Name & Signature of the Principal

Name & Signatures of the Academic advisors

- 1)
- 2)
- 3)

**PRINCIPAL**  
**GOVT. DEGREE COLLEGE**  
 AVANIGADDA, Krishna Dist