

Government of Andhra Pradesh Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree College (2023-20)
Formal - III A (To be Filled by Faculty and handed over to Academic Advisor)
District: **Dargapalle**

Name of the College and Address		Zone:3 KRK Govt Degree College, Addanki							
Name of the Lecturer		Dr. C. Suresh Kumar							
Name of the Subject		Mathematics							
Date of Filing in Degree College Chair		23.05.2023 / 03.10.2021							
Sl 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 (W) for Key Indicator	Date of Retirement Key Indicator Grade Point (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Point (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation for Autonomous Colleges - Efforts for Curriculum Change and Development to be considered)	Preparation and Implementation of 1 Annual Academic Curriculum Plan 2 Course Objectives & Occurrence 3 Teaching Diary 4 Lesson Plans 5 Active Participation in BOS	Course wise/Sem wise Records for the Academic Year Course wise/Sem wise Records for the Academic Year Invitation Letter & Attendance a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/Diploma c) Any Online courses like MOOCs	2x5= 10 2x5= 10 10 10	30	A	90	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 point/C 4) No Indicator=0/D
2	Curriculum Flexibility-Enrichment	1 Value added courses offered & completed in Certificate 2 Any Online courses like MOOCs	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	2x5=10 10	20	A	60	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
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	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	Change in 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	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
5	Teaching-Learning Process	1 Report on student centered methods implemented (Course wise) 2 Report on implementation of ICT in teaching and learning (Course wise) 3 Report on implementation of Computer/Internet assisted learning (Course wise) 4 Contribution for the development of LMS in the concerned subject	1 Course wise/Sem wise Reports on Bridge Courses conducted 2 Course wise/Sem wise Report on Remedial coaching conducted Course wise/ Sem wise Reports	2x5=10 10	50	A	150	150	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

6	Teacher Profile and Quality	<ol style="list-style-type: none"> 1. Report on Seminars/Conferences/ Workshop/ 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 	Reports and Certificates	30	30	B	60	60	<ol style="list-style-type: none"> 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
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> 1. Report on Formative Evaluation (CIE) 2. Assignments-Critical, Innovative, text book and Internet based 3. Involvement in Summative evaluation 4. Maintaining Marks Register & Result Analysis register. 	Department wise reports regarding <ol style="list-style-type: none"> 1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA verified by the Principal	10 10 5 5	30	A	90	90	<ol style="list-style-type: none"> 1) All four key indicator Metrics =3 Grade point/A 2) Metrics 1, 2, 4 =2 Grade points/B 3) Metrics 1, 2, 3 =1 Grade point/C 4) Below two=0/D
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> 1. Announcement and Attainment of Course Outcomes 2. Report on Student seminars/ Student demonstrations (Course wise) 3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise) 4. Report on Field trips (Course wise) 5. Report on Student Study projects (Course wise) 	Course wise Reports	5x6=30	30	A	90	90	<ol style="list-style-type: none"> 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
III- RESEARCH, INNOVATIONS AND EXTENSION									
5	Funding obtained for Research (Govt./Non-Governmental Bodies)	<ol style="list-style-type: none"> 1. Major Research Projects 2. Major Research Projects 3. Consultancy Projects 	Letter of Intimation and award letters (For Current Year only OR Completed)	5 10 5	20	D	0	0	<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 indicator =1 Grade point/C 4) No Indicator=0/D
10	Research Publications and Awards	<ol style="list-style-type: none"> 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/ICT or UGC -CARE Listed journals/Any book with ISBN shall be considered)		10 10 10 5	60	B	30	30	<ol style="list-style-type: none"> 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
11	Extension Activities	<ol style="list-style-type: none"> 5. Research Guidance 6. Awards in recognition of research work Academic Extension activities through DRDC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10 10	10				<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 indicator =1 Grade point/C 4) No Indicator=0/D
12	Functional MoUs Collaborations with Govt and Non Governmental Organizations	<ol style="list-style-type: none"> 1. 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/DBA etc)	Reports in the NAAC format	5+5	20	A	60	60	<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 indicator =1 Grade point/C 4) No Indicator=0/D
		<ol style="list-style-type: none"> 1. Collaborations with University/ Industry/NGO/ Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy 	MoUs - 5 points Consultancy offered -10 points Amount generated through Consultancy - 5 points	20	20	C	5	5	<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 indicator =1 Grade point/C 4) No Indicator=0/D

IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES

