

**Commissionerate of Collegiate Education, A.P**  
**Academic Audit of Degree Colleges**  
**Format for submission of Action Taken Report by Principal of the College (ATR)**

**Zone :II**      **District : East Godavari District**

**Dt.22.03.2018**

<b>COLLEGE PROFILE</b>		
1	Name of the College, URL of Website, email and Phone number	IDEAL COLLEGE OF ARTS AND SCIENCES(A) SOMALKOT ROAD,KAKINADA-533005 <a href="http://www.idealcollegeskkd.info">http://www.idealcollegeskkd.info</a> idealcolleges@gmail.com 0884-2384382, 2365725
2	Name of the Principal, email & Mobile Number	Sri.D.BalaRama Raju balaramaraju.datla@gmail.com 9849800730
3	Name of the Vice-Principal, email & Mobile Number	Smt.S.Padmavathi padmavathi.spv@gmail.com 9908858312
4	Name of the IQAC Coordinator, email & Mobile Number	Smt.K.Nirmala Rani nirmalarani.kusuma@yahoo.com 9490893569
5	Year of Establishment & details of land available if any	1974-1975

6	Affiliating University & AISHE CODE	<b>Adikavi Nannaya University, Rajamahendravaram &amp; C- 24145</b>		
7	NAAC Grade with Cycle, Accredited Year & CGPA ( Status of preparation if not Accredited)	<b>NAAC B++ II cycle under process</b>		
8	UGC Recognition (2f & 12 B)	<b>11.02.1982(copy enclosed)</b>		
9	College Working Hours( if shift system mention details of both shifts & give reasons for shift system)	<b>12:15 PM TO 5.30 PM Repairing and remodelling,Permission requested to CCE.AP.HYD</b>		
10	No. of Posts Sanctioned: TEACHING : 50	Regular Working: 21	Un aided 18	Guest Working: 1
11	Course wise & year wise Students strength particulars ( Proforma enclosed)	copy enclosed		

**I-CURRICULAR ASPECTS**

	Item	Recommendation/Suggestions by Academic Advisors A(Good)/B( Satisfactory)/C (poor) after observation		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	A		
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 2017-18	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**

24	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2017-18	A		
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25	Social-economic status of students enrolled(Group wise and Year wise) in 2017-18	A		
26	Demand Ratio (Group wise)	A		
27	Percentage of differently abled students (Divyangjan) on roll	A		
28	Percentage of full time teachers against sanctioned posts in 2017-18	A		
29	Student - Full time teacher ratio	A		
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	A		
33	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	A		
34	Co-Curricular Activities ( College level)	A		
35	Seminars/conferences/workshops organised in 2017-18	A		
36	Academic Competitions ( College Level & Above)	A		
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	A		
41	Remedial Classes	A		
42	Conduct of Bridge course	A		
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	A		
<b>III-RESEARCH, INNOVATIONS AND EXTENSION</b>				
45	Is the College a Recognized Research Centre	A		
46	No. of Research Guides in the College	A		
47	No. of Research Scholars working for M.Phil & Ph. D	A		
48	Major/Minor/Other Research Projects	C	<b>POOR</b>	<b>5 Projects under Minor research category were prepared and submitted to UGC Sero for approval, Sanction of approval awaited. The project work is continued with college resources.</b>
49	Research Papers Published in 2017-18 (International/ National )	A		
50	Papers Presented in 2017-18 (International/ National/ State )	A		
51	Books Published in 2017-18 ( Single Author/ Co Author)	A		
52	Seminars/Workshops/ Training Programme Conducted in 2017-18 (International/ National/ State )	A		
53	Record of Consultancy in 2017-18	C	<b>Next academic year to be maintained the consultancy record.</b>	<b>Department of Physics 1. Muffle Furnace - Preparation of glasses under consultancy for a Ph.D., Candidate by T.N. Bhavani. 2. The Bill and payment are pending.</b>
54	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A		

55	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	A		
56	Record of MoUs in 2017-18	A		
57	Record of Subject/Department Related Extension Activities	A		
58	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A		
59	Number of extension programmes conducted in collaboration with Community/NGOs through 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	C	POOR	<b>Measures will be taken to present extension activities to the Government / Recognised Bodies for more awards.</b>
<b>IV-INFRASTRUCTURE AND LEARNING RESOURCES</b>				
62	Number of Class rooms, Labs and computing equipment	A		
63	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	A		
64	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A		
65	Budget allocated for infrastructure augmentation	A		

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	A		
69	Expenditure for purchase of books and journals in 2017-18	A	<b>Purchase Journals</b>	<b>Books &amp; Journals will be purchased with grant allotted by UGC released in March, 2018 for the year 2015-16 and 2016-17.</b>
70	Percentage per day usage of library by teachers and students	B	<b>Satisfactory</b>	<b>The library books will be issued class wise here after to staff and students and feed back of readership will be taken for improvement.</b>
71	Student-Computer ratio	A		
72	Wifi in the campus	A		
73	Updation of IT facilities	A		
74	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A		
75	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A		
<b>V-STUDENT SUPPORT AND PROGRESSION</b>				
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 Institution in 2017-18	A		
78	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	A		
79	Average percentage of placement of outgoing students in 2017-18	A		
80	Student grievances redressal mechanism	A		
81	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	A		
82	Percentage of student progression to higher education	B	Better to Improve	<b>Model Question Papers for AUCET, ICET, Ed CET and others will be obtained and the outgoing students will be given awareness for admission in Higher Degrees.</b>
83	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	B		
84	Number of awards/medals for outstanding performance in sports/cultural activities	A		
85	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A		
86	Records of significant achievements in Sports & Games	A		
87	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A		



88	Alumni contribution in 2017-18 (In Rs)	A		
89	Number of Alumni Association /Chapters meetings held in 2017-18	A		
90	Maintenance of JKC facilities & records	A		
91	Record of Student trained and placed in JKC	A		
92	Record of Anti Ragging cell	A		
93	Maintenance of drinking water	A		
94	Maintenance of sanitation	A		
<b>VI-GOVERNANCE AND LEADERSHIP</b>				
97	Staff Council Register	A		
98	Functioning of Committees in Administration ( Minutes of meetings)	A		
99	Awards/Achievements	A		
100	Use of ICT in Governance	A		
101	Perspective/Strategic plan and deployment documents	A		
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	A		

104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	A		
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	A		
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	B		
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	A		
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A		
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A		
110	Participation in NIRF-2017	A		
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A		
<b>VII-INSTITUTIONAL VALUES AND BEST PRACTICES</b>				
112	Percentage of power requirement of the Institution met by the renewable energy sources	A		
113	Waste Management steps taken	A		
114	Rain water harvesting structures and utilization in the campus	A		

115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	A		
116	Green Practices(plastic free campus, green landscaping etc.,)	A		
117	Record of best/innovative practices by the institution	A		
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 ( should be available with the Principal)	A		
119	The number of classes(per week) taken by the Principal	A		
120	Research projects/Publications/ study material developed in 2017-18 by the Principal	A		

**College Grading - A**

Signature of the Vice-Principal: *S. Pedavati*

Signature of the Principal: *Banaraj* 22/3/18

PRINCIPAL  
 IDEAL COLLEGE OF ARTS & SCIENCES (A  
 A.P. Govt. Aided, Autonomous & NAAC B++  
 "Dr. P.V.N. Raju Vidyapranganam"  
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