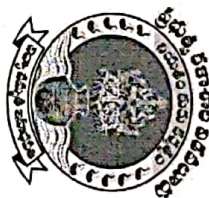


# PRR & VS Government College, Vidavalur



IQAC

Academic Audit 2020-21

part of Maharashtra

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Form - III A (To be filled by Faculty and handed over to Academic Advisor)

Name of the College and Address: DR. P. V. S. GOVT. COLLEGE  
 Name of the Lecturer: K. RAJA KOTESWARAIAH  
 Name of the Subject: MATHEMATICS  
 Date of joining in Degree: \_\_\_\_\_  
 District: SR. N. DIST.

SNo	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	Pre-determined (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Date of Retirement	KI/W/GP as per Academic Advisor's Grading	Guidelines
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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 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 Invision Letter & Attendance inputs Reports	2x3= 10 2x3 = 10 10	30	20		A	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
2	Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught 2. Value added courses offered & completed 3. Certificate 4. Diploma 5) Any Online courses like MOOCs	b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	2x3=10	20	10		C	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	a) Collected b) Analyzed c) Action taken	Course wise/ Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	10		A	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	10		A	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		10			

SNo	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 Score	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	KI/W/GP as per Academic Advisor's Grading	Guidelines			
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise)</li> <li>3. Report on the Use of LMS tools (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	40	B	<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) Any three key indicators =2 Grade points/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>			
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>5. E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	30	A	<ol style="list-style-type: none"> <li>1) Any five key indicators =3 Grade points/A</li> <li>2) Any three key indicators =2 Grade points/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>			
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (IE)</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA</li> </ol> verified by the Principal	<table border="1"> <tr> <td>10</td> </tr> <tr> <td>10</td> </tr> <tr> <td>5</td> </tr> </table>	10	10	5	30	30	A	<ol style="list-style-type: none"> <li>1) All four key indicator Metrics =3 Grade point/A</li> <li>2) Metrics 1, 2, 4 =2 Grade points/B</li> <li>3) Metrics 1, 2, 3 =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
10											
10											
5											
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	30	A	<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) First KI Metric and any three other =2 Grade points/B</li> <li>3) First KI Metric and any two other =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>			
Funding obtained for Research		1. Minor Research Projects	Letter of intimation and award letters	5				1) All three key indicators =3 Grade points/A			

**II-RESEARCH, INNOVATIONS AND EXTENSION**

SNo	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 (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	KTWGP as per Academic Advisor's Grading	Guidelines
9	(Govt./Non-Governmental Bodies)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only) Ongoing OR Completed)	10	20		-	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
				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/ICL or UGC-CARE Listed Journals/Any book with ISBN shall be considered) 5. Research Gradship (Awards in recognition of research work)		10	60	20	B	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				
11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) <i>Kendriya</i>	Reports in the NAAC format	10				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				
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.	Reports in the NAAC format	5+5	20	10	B	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
				20				
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	30	20	20	A	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
				20				

IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES

V- ROLE IN STUDENT SUPPORT AND PROGRESSION

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 (W) for Key Indicator	Key Indicator Grade Points (A =3; B=2; C=1; D=0)	KIW/GP as per Academic Advisor's grading	Guidelines
14	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 suggestions/reference books) a) Academic guidance for the advanced learner (offering material/ question banks) 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 10 10 10	50	40	A	1) All Four key indicators =3 Grade point/A 2) Any Three key indicators =2 Grade point/B 3) Any Two key indicator =1 Grade point/C 4) Below two=0/D
15	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	20	A	1) All three key indicators =3 Grade point/A 2) Any two key indicators =2 Grade point/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
<b>VI-ROLE IN INSTITUTIONAL GOVERNANCE</b>								
16	Participation in Institutional Governance and Leadership	a) Contribution to Departmental Vision & Mission and Departmental Action Plan b) Participation in different institutional committees and preposition 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	20	A	1) All Four key indicators =3 Grade point/A 2) Any Three key indicators =2 Grade point/B 3) Any Two key indicator =1 Grade point/C 4) Below two=0/D
<b>VII - BEST PRACTICES</b>								
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	20	A	1) All Two key indicators =3 Grade point/A 2) Any one key indicator =2 Grade point/B 3) No Indicator=0/D
<b>Total Grade points</b>				580	340			

Name & Signature of the Principal

Name & Signatures of the Academic advisors  
 1) S. Praveen  
 2) J. K. Kumbhar  
 3)

Bolani

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Format - III A (To be Filled by Faculty and handed over to Academic Advisor)  
 District: Nellore

Zone: III  
 Name of the College and Address: PRRUVT GOVT COLLEGE, Nellore  
 Name of the Lecturer: RADAVY  
 Date of joining in Degree: 09.10.2021

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 (W) for Key Indicator	Key Indicator Grade Points (A=4, B=3, C=2, D=1)	Date of Retirement	KI/W/CP as per Academic Advisor's grading	Guidelines
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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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOS	Course wise/Sem wise Records for the Academic Year	25 = 10	30	B	60		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
			Course wise/Sem wise Records for the Academic Year	25 = 10					
			Invasion Letter & Attendance a) Course wise/Sem wise additional inputs Reports	10					
2	Curriculum Freshing/Enrichment	2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	b) Report on Certificate/ Diploma	25 = 10	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
			Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10					
			Feedback on Curriculum by Students	10					
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
			1. Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)	10					
			2. Course wise/Sem wise Activities designed for Slow, Moderate and Advanced learners	10					

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 on Bridge Courses conducted	25 = 10	20	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
			2. Report on Course wise Remedial coaching conducted	25 = 10					

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 (W) for Key Indicator	Key Indicator Grade Point (KIGP) = 3; B=2; C=1; D=0	KI W/GP as per Academic Authority's grading	Guidelines
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) or Report on implementation of Computer/Internet assisted learning (Course wise) 3. Report on the Use of LMS tool (Course wise) 4. Contribution for the development of LMS in the concerned subject 5. Report on innovative pedagogical Tools used	Course wise/ Sem wise Reports	50	50	B	100	1) All five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D
6	Teacher Profile and Quality	1. Report on Seminar/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 Courses) 6. Additional Qualifications acquired during the last two years	Reports and Certificates	30	30	B	60	1) Any five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D
7	Evaluation Process and Reforms	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 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	1) All four key indicators Metrics =3 Grade point/A 2) Metrics 1, 2, 4 =2 Grade point/B 3) Metrics 1, 2, 3 =1 Grade point/C 4) Below two=0/D
8	Student Performance and Learning Outcomes	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	1) All five key indicators =3 Grade point/A 2) First KI Metric and any three other =2 Grade point/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
Funding obtained for Research		1. Minor Research Projects	Letter of intimation and award letters	5				1) All three key indicators =3 Grade point/A

**III- RESEARCH, INNOVATIONS AND EXTENSION**

S.No	9	10	11	12	13
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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 (W) for Key Indicator	Key Indicator Grade Points (RIGP) for Key Indicator = 3; B=2; C=1; D=0	ETW/GP as per Academic Advisor's Grading	Guidelines
9	(Govt./Non-Governmental Bodies)	2. Major Research Projects 3. Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20			2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
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/ICL or UGC -CARE Listed journals/ Any book with ISBN shall be considered) 5. Research Guidance 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10 10 10 15 10 5	60			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	Involvement in activities related to community service a. Sensitising the students about the value of Community Service b. Organising the activity (A maximum of 3 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	5+5	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
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			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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
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			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
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	KIWW/GP as per Academic Advisor's Grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection 2. Any other Study Material / Guidance 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 10 10 10	50	A 150	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
15	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	30	C 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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>								
16	Participation in Institutional Governance and Leadership	a) Contribution to Departmental Vision & Mission and Departmental Action Plan b) Participation in different institutional committees and representation 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	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
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B 40	40	1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D
<b>VII - BEST PRACTICES</b>				Total Grade points				
				20				
				500				

Name & Signature of the Principal

B. S. 22/8/22

Name & Signatures of the Academic advisors

1) S. Pradeep 23/8/22 1000  
2) J. Kamal 27/8/22  
3)

Activity report  
2 syllabus  
3 calendar committee report

Potany

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Format - II A (To be filled by Faculty and handed over to Academic Auditor)

District:

SPSR Nellore

Zone: III

Name of the College and Address: PRKYS GOVT. COLLEGE, VADAVALUR

Name of the Lecturer: K. RAJESH KANDAREDDY

Name of the Subject: BOTANY

Date of Joining in Degree: 23/05/2013

Date of Retirement: 30.08.2013 JUN 30

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 (W) for Key Indicator	Key Indicator Grade Points (A=4, B=3, C=2, D=1)	Key Indicator	KWGP as per Academic Auditor's grading	Guidelines
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**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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOS	Course wise/Sem wise Records for the Academic Year	2x5 = 10	30	A	90	A	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
			Course wise/Sem wise Records for the Academic Year	2x5 = 10					
			Invitation Letter & Attendance	10					
			Course wise/Sem wise additional inputs Reports	10					
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	2x5 = 10	20	B	40	A	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
			Feedback on Curriculum by Students	10					
			Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10					
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	A	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. Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)	10					
			2. Course wise/Sem wise Activities designed for Slow, Moderate and Advanced learners	10					

**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)	10	20	A	30	A	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. Course wise/Sem wise Reports on Bridge Courses conducted	10					
		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	2x5 = 10		A	30	A	
			2. Course wise/Sem wise Report on Remedial coaching conducted	10					

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 (W) for Key Indicator	Key Indicator Grade Points (A=3; B=2; C=1; D=0)	KTW/GP as per Academic Advisor's Grading	Guidelines	
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) 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.	Course wise/ Sem wise Reports	50	50	B	100	A	1) All five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D
6	Teacher Profile and Quality	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	Reports and Certificates	30	30	B	60	B	1) Any five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D
7	Evaluation Process and Reforms	1. Report on Formative Evaluation (FIE) 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 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	A	1) All four key indicator Metrics =3 Grade point/A 2) Metrics 1, 2, 4 =2 Grade point/B 3) Metrics 1, 2,3 =1 Grade point/C 4) Below two=0/D
8	Student Performance and Learning Outcomes	1. Announcement and Attainment of Course Outcomes demonstrations (Course wise) 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	56=30	30	A	90	A	1) All five key indicators =3 Grade point/A 2) First KI Metric and any three other =2 Grade point/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D

Funding obtained for Research 1. Minor Research Projects

III-RESEARCH, INNOVATIONS AND EXTENSION

Letter of intimation and award letters

5

1) All three key indicators =3 Grade point/A

SNo	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	Key Indicator Grade Points (KI GP) = 3; B=2; C=1; D=0	KI W*GP as per Academic Advisor's Grading	Guidelines	
9	(Govt./Non-Governmental Bodies)	2) Major Research Projects 3) Consultancy Projects	(For Current Year only Ongoing OR Completed)	10	20	D	-	-	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
				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/ICL or UGC-CARE Listed Journals/Any book with ISBN shall be considered) 3) Research Guidance 6) Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10	60	D	-	-	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					
11	Extension Activities	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 3 Programmes resulting in Community Service like ODF/Swasth Bharat/UBA, etc)	Reports in the NAAC format	5+5	20	B	20	A	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					
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	A	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
				20					
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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	60	A	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
				20					
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

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 (W) for Key Indicator	Key Indicator Grade Points (A=3; B=2; C=1; D=0)	KT/W/GP as per Academic Advisor's Grading	Guidelines	
14	Student Support	1. Counseling of students as Mentor/ Class teacher 2. Student Profile Collection 3. Any other Study Material /Guidance 4. Academic guidance for the advanced learner (offering suggestions/reference books) 5. Handling the slow learners (offering study material/ question banks) 6. Offering ment Scholarships 7. Organizing/Participation in Parent Teacher Meetings	Reports in the NAAC format	10 10 10	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	
15	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	30	C	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	
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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	4+10	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	
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	40	1) All Two key indicators =3 Grade points/A 2) Any one key indicators =2 Grade points/B 3) No Indicator=0/D	
					Total Grade points		500		

Name & Signatures of the Academic advisors

1) S. Princy 27/8/22

2) J. Sowmi 27/8/22

3) 27/8/22

Name & Signature of the Principal B. S. 27/8/22

Physics

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Form - III A (To be filled by Faculty and handed over to Academic Advisor)  
 District: SPSR NELLORE

Zone: III  
 Name of the College and Address: PRR & VS GOVERNMENT COLLEGE, VIDAVAIUR  
 Name of the Lecturer: SRI.S.K.NATHULLA  
 Name of the Subject: PHYSICS  
 Date of joining in Degree: 4/2/2012

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	Predetermine d Weightage (W1) 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 W1	KIWWGP as per Academic Advisor's grading	Date of Retirement: 30-06-2015	Guidelines
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 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 1. Additional inputs related to Curriculum of the courses taught 2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	2x5= 10 2x5= 10 10 10	30	B	60			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
2	Curriculum Flexibility/Enrichment	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	20	B	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
3	Feedback system	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	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
4	Catering to Student Diversity	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	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
II-TEACHING, LEARNING & EVALUATION										

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 (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWWGP) = KI GP X W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>3. Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>3. Report on the Use of LMS tools (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	B	100		<ol style="list-style-type: none"> <li>1) All five key indicators = 3 Grade points/A</li> <li>2) Any three key indicators = 2 Grade points/B</li> <li>3) Any two key indicators = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures / Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses /FD/PS</li> <li>5. E-Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	B	60		<ol style="list-style-type: none"> <li>1) Any five key indicators = 3 Grade points/A</li> <li>2) Any three key indicators = 2 Grade points/B</li> <li>3) Any two key indicators = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (CIE) and Internet based</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA</li> </ol>	10 10 5 5	30	A	90		<ol style="list-style-type: none"> <li>1) All four key indicator Merits = 3 Grade points/A</li> <li>2) Merits 1, 2, 4 = 2 Grade points/B</li> <li>3) Merits 1, 2, 3 = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>1) All five key indicators = 3 Grade points/A</li> <li>2) First KI Merit and any three other = 2 Grade points/B</li> <li>3) First KI Merit and any two other = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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 (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KIGP) = $\sum W_i$ (A=5, B=4, C=3, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (for Current Year only) Either	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
				10					
				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) 5. Research Guideship 6. Awards in recognition of research work Academic Extension activities through DRC/Faculty Outreach (Curriculum/ Skill/Domain related) 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	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
				10					
				10					
11	Extension Activities	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	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
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	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

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 (W) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWGP) = KI GP X W	KIWGP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance c. Academic guidance for the advanced learner (offering suggestions/reference books) d. Handholding the slow learners (offering study material/ question banks) e. Offering merit Scholarships 4. Organizing/Participation in Parent Teacher Meetings	Reports in the NAAC format	10 10 10	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
15	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	30	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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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
<b>VII - BEST PRACTICES</b>									
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	990				

Name & Signature of the Principal

B. S.

27/8/22

PRINCIPAL  
PRR & VS GOVT. COLLEGE  
VIDAVALLUR - 524 318  
SPSR Nellore Dt

Name & Signatures of the Academic advisors

1) S. Prasad 27/8/22

2) J. Sankar 27/8/22

3) J. Sankar 27/8/22

Physics

Zone: III  
 Name of the College and Address: PRR & VS GOVERNMENT COLLEGE, VIDAVALLUR  
 Name of the Lecturer: Dr.N.MADHU  
 Name of the Subject: PHYSICS  
 Date of Joining in Degree: 5/11/2010

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWGP) = KIGP X W	KIWGP as per Academic Advisor's grading	Guidelines
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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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOS	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	60	A	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
			1. Additional inputs related to Curriculum of the courses taught	10					
			2. Value added courses offered & completed	10					
			a) Certificate b) Diploma c) Any Online courses like MOOCs	2x5=10					
			Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	10					
2	Curriculum Flexibility/Enrichment	2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	Report on Certificate/ Diploma c) Any Online courses like MOOCs	2x5=10	20	B	40	A	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 Reports of Feedback a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	A	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	A	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	2x5=10					

SNo	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 (KI GP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWWGP) = KI GP X WI	KIWWGP as per Academic Advisor's grading	Guidelines							
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>Report on student centered methods implemented (Course wise)</li> <li>Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>Report on the Use of LMS tools (Course wise)</li> <li>Contribution for the development of LMS in the concerned subject</li> <li>Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	B	100	A	<ol style="list-style-type: none"> <li>All five 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>							
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>Awards and recognition</li> <li>Participation in Short term/ Orientation /Refresher courses /FDBs</li> <li>E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	B	60	A	<ol style="list-style-type: none"> <li>Any five 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>							
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>Report on Formative Evaluation (CI) and Internet based</li> <li>Assignments-Critical, Innovative, text book and Internet based</li> <li>Involvement in Summative evaluation</li> <li>Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>Departmental Internal Marks Register for CIA</li> </ol>	<table border="1"> <tr> <td>10</td> <td></td> </tr> <tr> <td>10</td> <td></td> </tr> <tr> <td>5</td> <td>30</td> </tr> <tr> <td>5</td> <td></td> </tr> </table>	10		10		5	30	5		A	90	A	<ol style="list-style-type: none"> <li>All four key indicator Metrics =3 Grade points/A</li> <li>Metric 1, 2, 4 =2 Grade points/B</li> <li>Metric 1, 2, 3 =1 Grade point/C</li> <li>Below two=0/D</li> </ol>
10																
10																
5	30															
5																
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>Announcement and Attainment of Course Outcomes</li> <li>Report on Student seminars/ Student demonstrations (Course wise)</li> <li>Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>Report on Field trips (Course wise)</li> <li>Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90	A	<ol style="list-style-type: none"> <li>All five key indicators =3 Grade points/A</li> <li>First KI Metric and any three other =2 Grade points/B</li> <li>First KI Metric and any two other =1 Grade point/C</li> <li>Below two=0/D</li> </ol>							

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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 (Wt) for Key Indicator	Key Indicator Grade Point (KI GP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Point (KI WGP) = KI GP X Wt	KI WGP as per Academic Advisor's grading	Guidelines
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only)	5 10 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
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 15 10 5	60	C	60			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	5. Research Guideship 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service	Reports in the NAAC format	10 10					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
13	Physical facilities	Infrastructural facilities in the Department/Colleges a. Use of Digital Classrooms b. Use of Virtual Classrooms c. Use of Labs d. Use of Library e. Nlist 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

IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES

V- ROLE IN STUDENT SUPPORT AND PROGRESSION

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWVGP) = KIGP X W	KIWVGP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance 2. Academic guidance for the advanced learner (offering suggestions/reference books) b) Handling 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 10 10	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
15	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	30	C	30	A	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
<b>VI- ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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	A	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
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	40	B	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				1070	

Name & Signature of the Principal

*B. S. 27/8/22*

Name & Signatures of the Academic advisors

1) *S. Prasad 27/8/22*  
2) *T. Kumar 27/8/22*  
3) *T. Kumar 27/8/22*

**PRINCIPAL**  
**PRR & VS GOVT. COLLEGE**  
**VIDAYALUR - 524 318**  
**SPSR Nellore Dt.**

Name of the College and Address: PRASAD'S VIDYALAY  
 Name of the Lecturer: DR. P. SHANMUKH  
 Name of the Subject: 202021  
 Date of joining in Degree: 16-12-2011

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 d Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3, B=2, C=1, D=0)	Date of Retirement:	KI/W/GP as per Academic Advisor's grading	Guidelines
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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 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	2x5= 10 2x5= 10 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
2	Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught 2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs Feedback on Curriculum by Students	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	A	45		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	a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports of Feedback Analysis Reports 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. Report on Course wise Bridge Courses conducted 2. Report on Course wise Remedial coaching conducted	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 1. Course wise/Sem wise Reports on Bridge Courses conducted 2. Course wise/Sem wise Report on Remedial coaching conducted	10 2x5=10	20	A A	60 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

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 (Wt) for Key Indicator	Key Indicator Grade Points (KI/GP) (A =3; B=2; C=1; D=0)	Score	KI/W/GP as per Academic Advisor's grading	Guidelines								
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise)</li> <li>3. Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150		<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade point/A</li> <li>2) Any three key indicators =2 Grade point/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>								
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>5. E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	A	60		<ol style="list-style-type: none"> <li>1) Any five key indicators =3 Grade point/A</li> <li>2) Any three key indicators =2 Grade point/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>								
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (FIE)</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	<ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA verified by the Principal</li> </ol>	<table border="1"> <tr> <td>10</td> <td></td> </tr> <tr> <td>10</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> </table>	10		10		5		5		30	A	90		<ol style="list-style-type: none"> <li>1) All four key indicators Metrics =3 Grade point/A</li> <li>2) Metrics 1, 2, 4 =2 Grade point/B</li> <li>3) Metrics 1, 2, 3 =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
10																	
10																	
5																	
5																	
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes demonstrations (Course wise)</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade point/A</li> <li>2) First KI Metric and any three other =2 Grade point/B</li> <li>3) First KI Metric and any two other =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>								

Funding obtained for Research 1. Minor Research Projects

**III-RESEARCH, INNOVATIONS AND EXTENSION**

Letter of Invitation and award letters

5

1) All three key indicators =3 Grade point

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 Score	Predefined Weightage (W) for Key Indicator	Key Indicator Grade Points (KI/CP) (A=3; B=2; C=1; D=0)	Score	KI/W/CP as per Academic Grading	Guidelines
9	(Govt./Non-Governmental Bodies)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20	A	10		2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
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/ICL or UGC -CARE Listed journals/Any book with ISBN shall be considered) 5. Research Guidance 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10 10 10 5	60	A	60		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	Involvement in activities related to community service a. Sensitising the students about the value of Community Service b. Organising the activity (A maximum of 3 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	5+5	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
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	A	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Score	KI/W/GP as per Academic Advisor's Grading	Guidelines
14	Student Support	<ol style="list-style-type: none"> <li>Counseling of students as Mentor/ Class teacher</li> <li>Student Profile Collection</li> <li>Any other Study Material /Guidance suggestions/ reference books</li> <li>Academic guidance for the advanced learner (offering material/ question banks)</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>	Reports in the NAAC format	20 10 10 10	50	B	150	<ol style="list-style-type: none"> <li>All Four key indicators =3 Grade point/A</li> <li>Any Three key indicators =2 Grade point/B</li> <li>Any Two key indicators =1 Grade point/C</li> <li>Below two=0/D</li> </ol>	
15	Student Progression	Report on Programs/Course wise students' progression to <ol style="list-style-type: none"> <li>Higher Education</li> <li>Employment</li> <li>Entrepreneurship</li> </ol>	Reports in the NAAC format	10 10 10	30	A	90	<ol style="list-style-type: none"> <li>All three key indicators =3 Grade point/A</li> <li>Any two key indicators =2 Grade point/B</li> <li>Any one key indicator =1 Grade point/C</li> <li>No Indicator=0/D</li> </ol>	
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
16	Participation in Institutional Governance and Leadership	<ol style="list-style-type: none"> <li>Contribution to Departmental Vision &amp; Mission and Departmental Action Plan</li> <li>Participation in different institutional committees and preparation of committee reports</li> <li>Participation in different institutional activities that focus on value based education</li> <li>Contribution to IQAC/quality initiatives</li> </ol>	Reports in the NAAC format	4x10	40	A	120	<ol style="list-style-type: none"> <li>All Four key indicators =3 Grade point/A</li> <li>Any Three key indicators =2 Grade point/B</li> <li>Any Two key indicators =1 Grade point/C</li> <li>Below two=0/D</li> </ol>	
<b>VII - BEST PRACTICES</b>									
17	Best Practices	<ol style="list-style-type: none"> <li>Identification and Contribution to The Departmental Best practices</li> <li>Institutional Best practices</li> </ol>	Reports in the NAAC format	20	20	A	60	<ol style="list-style-type: none"> <li>All Two key indicators =3 Grade point/A</li> <li>Any one key indicator =2 Grade point/B</li> <li>No Indicator=0/D</li> </ol>	
				<b>Total Grade points</b>					
				500					

Name & Signature of the Principal

*K. J. J.*

Name & Signatures of the Academic advisors

1) *J. S. K. S. K.*  
 2) *J. S. K. S. K.*  
 3) *J. S. K. S. K.*  
 27/08/22

1305

Zoology

Government of Andhra Pradesh Commissionerate of College 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: SPSR NELLORE		Name of the College and Address: PRL E VS COST. COLLEGE, VEDAVADU		Date of joining in Degree: 2009		Date of Retirement: 2009	
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 Score	Predetermined Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	KIW/GP as per Academic Advisor's Grading	Guidelines	
<b>I-CURRICULAR ASPECTS</b>									
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 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 Institution Letter & Attendance Inputs Reports	2x5=10 2x5=10 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	
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	20	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	
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	
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
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	B	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	
		1. Report on Course wise Bridge Courses conducted 2. Report on Course wise Remedial teaching conducted	1. Course wise/ Sem wise Reports on Bridge Courses conducted 2. Course wise/ Sem wise Report on Remedial coaching conducted	2x5=10	20	A	30		

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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 Score	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (KI GP) (A=3; B=2; C=1; D=0)	per Academic Advisor's grading	Guidelines
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) 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	Course wise/ Sem wise Reports	50	50	B	100	1) All five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicators =1 Grade point/C 4) Below two=0/D
6	Teacher Profile and Quality	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	Reports and Certificates	30	30	A	90	1) Any five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicators =1 Grade point/C 4) Below two=0/D
7	Evaluation Process and Reforms	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 1. Mid exams, Semina 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	30	A A A	60+ 30	1) All four key indicator Metrics =3 Grade point/A 2) Metrics 1, 2, 4 =2 Grade point/B 3) Metrics 1, 2, 3 =1 Grade point/C 4) Below two=0/D
8	Student Performance and Learning Outcomes	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	56=30	30	A	90	1) All five key indicators =3 Grade point/A 2) First KI Metric and any three other =2 Grade point/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
Funding obtained for Research		1. Minor Research Projects	Letter of intimation and award letters	5				1) All three key indicators =3 Grade point/A

III-RESEARCH, INNOVATIONS AND EXTENSION

SNo	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	Key Indicator Grade Points (KGP) (A=3, B=2, C=1, D=0)	KLWWGP as per Academic Advisor's grading	Guidelines	
9	(Govt./Non-Governmental Bodies)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20	D	0	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C	
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) 3. Research Guideship 6 Awards in recognition of research work Academic Extension activities through DRG/ Faculty Outreach (Curriculum/ Skill/ Domain related)	Reports in the NAAC format	10 10 10	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	
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 3 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	5+5	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	
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	15x2 20	B	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	
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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. Nist usage f. Maintenance of Departmental Library	Log books related to usage JAKHMAN KINTE	20	20	A 60	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	
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

Non-profit  
work

SNo	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	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Grade Points (A)	KIWW/CP as per Academic Advisor's grading	Guidelines
14	Student Support	<ul style="list-style-type: none"> <li>✓ Counseling of students as Mentor/ Class teacher</li> <li>a. Student Profile Collection</li> <li>b. Semester wise updation and maintenance.</li> <li>2. Any other Study Material /Guidance</li> <li>a) Academic guidance for the advanced learner (offering suggestions/ reference books)</li> <li>b) Handholding the slow learners (offering study material/ question banks)</li> <li>3. Offering merit Scholarships</li> <li>4. Organizing/Participation in Parent Teacher Meetings</li> </ul>	Reports in the NAAC format	10 10 10	50	A A A	60 30 30	<ul style="list-style-type: none"> <li>1) All Four key indicators =3 Grade point/A</li> <li>2) Any Three key indicators =2 Grade point/B</li> <li>3) Any Two key indicator =1 Grade point/C</li> <li>4) Below two=0/D</li> </ul>	
15	Student Progression	<ul style="list-style-type: none"> <li>Report on Programme/Course wise students' progression to</li> <li>a) Higher Education</li> <li>b) Employment</li> <li>c) Entrepreneurship</li> </ul>	Reports in the NAAC format	10 10 10	30	C	30	<ul style="list-style-type: none"> <li>1) All three key indicators =3 Grade point/A</li> <li>2) Any two key indicators =2 Grade point/B</li> <li>3) Any one key indicator =1 Grade point/C</li> <li>4) No Indicator=0/D</li> </ul>	
<b>VI. ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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 point/A</li> <li>2) Any Three key indicators =2 Grade point/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>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 point/A</li> <li>2) Any one key indicator =2 Grade point/B</li> <li>3) No Indicator=0/D</li> </ul>	
Total Grade points				500	1180				

Name & Signature of the Principal

B. S. [Signature]

PRINCIPAL

PRR & VS GOVT. COLLEGE

VIDAVALUR - 524318.

SPSR NELLORE DT.

Name & Signatures of the Academic advisors

1) S. Praveen 23/10/22

2) J. Damini 27/10/22

3) [Signature]

750 = 1250

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: III

District: SPSR Nellore

Name of the College and  
Name of the Lecturer

PRR&VS Govt College, Vidavaluri  
Dr. R. Sreenuvasa Rao

Name of the Subject

Chemistry

Date of Joining in Degree

26-02-1998

Date of Retirement:

31/08/2025

Dep of Chemistry

I-CURRICULAR ASPECTS

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 (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) (KIWWGP = KIGP × W <sub>i</sub> )	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)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Annual Academic curriculum plan prepared and implemented. Course objectives and Out comes being conveyed to students. Teaching diary in practice and lesson plans are available	2x5 = 10	30	A	90	A	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 4. Lesson Plans 5. Active Participation in BOS	Records are prepared and available Invitation Letter & Attendance	2x5 = 10 10					1) All three key indicators = 3 Grade points/A
		1. Additional inputs related to Curriculum of the courses taught	a) Monographs, Diagrams, previous papers are available	10					

Curriculum Flexibility/Enrichment	2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	b) Certificate course conducted	5	15	A	45	A	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1
Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	a) Feedback collected b) Feedback analyzed c) communicated to BOS	10	10	A	30	B	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1

**II-TEACHING, LEARNING & EVALUATION**

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. Students are categorized into Slow, Moderate and Advanced learners based on their performance in exams. Remedial classes are conducted for slow learners, list of questions are given and asked them to practice.	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. Bridge course was conducted to refresh the previous learned topics in botany. 2. Remedial classes were conducted are record maintained	2x5=10					

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) 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>Student centric methods like seminars, group discussions, debates, project works, assignments are in practice. Videos, PPTs, images are being used in Teaching and learning.</p> <p>Computer / Internet are used in Online evaluation LMS are prepared implemented online evaluation method.</p>	50	50	A	150	<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>
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/FDPS</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 on participation, organization of Seminars, Workshops, Guest Lectures are maintained.</p> <p>Participating in Short term/ Refresher courses and FDPS. E content developed.</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	<p>1. Report on Formative Evaluation (CIE)</p> <p>2. Assignments-Critical, Innovative, text book and Internet based</p>	<p>Department wise reports regarding</p> <p>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools</p>	10	10	A	90	<p>1) All four key indicator Metrics =3 Grade points/A</p> <p>2) Metrics 1, 2, 4</p>

	and Reforms	3. Involvement in Summative evaluation 4. Maintaining Marks Register & Result Analysis register.	5	5					2 Grade points/B 3) Metrics 1, 2, 3 = 1 Grade point/C.
8	Student Performance and Learning Outcomes	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)	5x6=30	30	A	90		A	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
<b>III-RESEARCH, INNOVATIONS AND EXTENSION</b>									
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	5 10 5	20	NIL	0			1) All three key indicators = 3 Grade points/A
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 15 10 5	60	NIL	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

Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10							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)	Involved in motivating the Students towards Community Service. Tree plantation programmes were organized. Participated in Swachha Bharath Programmes	5+5	20	B	40				
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.		20	20		0				1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B

**IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES**

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	Digital classroom, Virtual classroom, Lab and Library are being used. Departmental Library is maintained.	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**

4	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 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	Student profile collected Study material is provided Advanced learners are being guided Question bank provided to slow learners Participating in Parent - Teacher meetings.	20 10 10 10	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	
5	Student Progression	Report on Programme/Course wise students' progression to a)Higher Education b)Employment c)Entrepreneurship	Students' progression report being maintained regarding Higher Education and Employment.	10 10 10	30	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	
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
6	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	
<b>VII - BEST PRACTICES</b>									

Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Contribution in Departmental Best Practice - Student Study Circle, Guest Lectures and in Institutional Best Practice	20	20	A	60	1105	1) All Two key indicators = 3 Grade points/A 2) Any one key indicator = 2 Grade points/B 3) No
<b>Total Grade points</b>								
			<b>500</b>			<b>1105</b>		

me & Signature of the  
Principal

Name & Signatures of the Academic  
advisors

*[Signature]*  
27/8/22

- 1) *[Signature]* 27/8/22
- 2) *[Signature]* 27/8/22
- 3)

*Shankar*

Zone:	III
Name of the College and Address	PRR & VS GOVERNMENT COLLEGE, VIDAVVALUR
Name of the Lecturer	DR.EV.SURESH KUMAR
Name of the Subject	CHEMISTRY
Date of joining in Degree	21-06-1999
	31-05-2032

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 (Wt) for Key Indicator	Date of Retirement:		KIWW/GP as per Academic Advisor's grading	Guidelines
						Key Indicator Grade Points (KI/GP) =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWW/GP) = KI/GP X Wt		

**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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOS	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
			1. Additional inputs related to Curriculum of the courses taught	10					
			2. Value added courses offered & completed	10					
			a) Certificate b) Diploma c) Any Online courses like MOOCs	2x5=10					
			Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	10					
2	Curriculum Flexibility/Enrichment	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports of Feedback a) Analysis Reports c) Action taken Report	10	20	A	45		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. Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)	10					
			2. Course wise/Sem wise Reports on Badge Courses conducted	2x5=10					
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)	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
			2. Course wise/Sem wise Reports on Badge Courses conducted	2x5=10					

**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)	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
			2. Course wise/Sem wise Reports on Badge Courses conducted	2x5=10					

SNo	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 <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KI <sub>GP</sub> ) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KI <sub>WGP</sub> ) = KI <sub>GP</sub> X W <sub>i</sub>	KI <sub>WGP</sub> as per Academic Advisor's grading	Guidelines
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>Report on student centered methods implemented (Course wise)</li> <li>Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>Report on the Use of LMS tools (Course wise)</li> <li>Contribution for the development of LMS in the concerned subject</li> <li>Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150		<ol style="list-style-type: none"> <li>All five 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>
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>Awards and recognition</li> <li>Participation in Short term/ Orientation /Refresher courses /FDPs</li> <li>E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	A	60		<ol style="list-style-type: none"> <li>Any five 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>
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>Report on Formative Evaluation (CIE) and Internet based</li> <li>Assignments-Critical, Innovative, text book</li> <li>Involvement in Summative evaluation</li> <li>Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>Departmental Internal Marks Register for CIA</li> </ol>	10 10 5 5	30	A	90		<ol style="list-style-type: none"> <li>All four key indicator Metrics =3 Grade points/A</li> <li>Metric 1, 2, 4 =2 Grade points/B</li> <li>Metric 1, 2, 3 =1 Grade point/C</li> <li>Below two=0/D</li> </ol>
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>Announcement and Attainment of Course Outcomes</li> <li>Report on Student seminars/ Student demonstrations (Course wise)</li> <li>Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>Report on Field trips (Course wise)</li> <li>Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5+6=30	30	A	90		<ol style="list-style-type: none"> <li>All five key indicators =3 Grade points/A</li> <li>First KI Metric and any three other =2 Grade points/B</li> <li>First KI Metric and any two other =1 Grade point/C</li> <li>Below two=0/D</li> </ol>

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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 Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only)	5	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
	2. Major Research Projects		10					
	3. Consultancy Projects		5					
Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes		10	60				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
	2. Books published as single author		15					
	3. Books published as Co-Author		10					
Extension Activities	4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Scopus /Web of Science/ICL or UGC-CARE Listed journals/Any book with ISBN shall be considered)		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
	5. Research Guideship		10					
	6. Awards in recognition of research work		10					
Functional MoUs /Collaborations with Govt and Non Governmental Organisations	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	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
	Involvement in activities related to community service	Reports in the NAAC format	5+5					
Physical facilities	1. Collaboration with University/ Industry/NGO/ Any other Agency	MoUs - 5 points Consultancy offered -10 Amount generated through Consultancy - 5 points	20	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. Consultancy offered							
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
Physical facilities	Infrastructural facilities in the Department/Colleges	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
	a. Use of Digital Classrooms							
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								

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 (KI GP) = 3; B=2; C=1; D=0	Key Indicator Weighted Grade Points (KI WGP) = KI GP X Wi	KI WGP as per Academic Adviser's grading	Guidelines
14	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 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 10 10	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
15	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	30	A	90		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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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
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
<b>VII - BEST PRACTICES</b>				Total Grade points		500		1155	

Name & Signature of the Principal

B. S. 27/8/22  
Principal  
VIDAVALUR - 524318  
SPSR NELLORE DT

Name & Signatures of the Academic advisers  
1) S. Prasad 27/8/22  
2) S. Kumar 27/8/22  
3)

Commerce

Zone: III		Name of the College and Address		Name of the Lecturer		Date of Retirement:			
		PRR & VS GOVERNMENT COLLEGE, VIDAVAILUR		SH.A.BABU RAO		30-04-2024			
Name of the Subject		COMMERCE		Date of Joining in Degree		16-09-1985			
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 (Wt) 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 Wt	KIWWGP as per Academic Advisor's grading	Guidelines
<b>I-CURRICULAR ASPECTS</b>									
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 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	2x5= 10 2x5= 10 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
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	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
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
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
	Caring 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					

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 Weighted Grade Points (KIWWGP) = KIGP X WI	KIWWGP as per Advisor's Grading	Guidelines								
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>3. Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>3. Report on the Use of LMS tools (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150		<ol style="list-style-type: none"> <li>1) All five 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> </ol>								
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>5. E-Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	C	30		<ol style="list-style-type: none"> <li>1) Any five 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> </ol>								
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (CIE)</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA</li> </ol>	<table border="1"> <tr> <td>10</td> <td></td> </tr> <tr> <td>10</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> </table>	10		10		5		5		30	A	90		<ol style="list-style-type: none"> <li>1) All four key indicator Metrics = 3 Grade points/A</li> <li>2) Metrics 1, 2, 4 = 2 Grade points/B</li> <li>3) Metrics 1, 2, 3 = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
10																	
10																	
5																	
5																	
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>1) All five key indicators = 3 Grade points/A</li> <li>2) First KI Metric and any three other = 2 Grade points/B</li> <li>3) First KI Metric and any two other = 1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>								

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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 (Wt) 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 Wt	KIWWGP as per Academic Advisor's grading	Guidelines
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (for Current Year only) Either	5 10 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
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/ICJ or UGC-CARE Listed Journals/ Any book with ISBN shall be considered)		10 15 10 5	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
		5. Research Guidance 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 1. 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
2	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
	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. Nil 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
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

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 <sub>i</sub> ) 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 W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines
4	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 (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 10 10	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
	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	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
<b>VI. ROLE IN INSTITUTIONAL GOVERNANCE</b>									
	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
<b>VII - BEST PRACTICES</b>									
	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices <b>Total Grade points</b>	Reports in the NAAC format	20	20	B	40		1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D

Name & Signatures of the Academic advisors

1) S. Prasad 29/10/22  
 2) J. Ramakrishna 29/10/22  
 3)

Name & Signature of the Principal

Commerce

Zone: III		Name of the College and Address		Name of the Lecturer		Date of Retirement:		Date of joining in Degree	
PRR & VS GOVERNMENT COLLEGE, VIDAVALLUR		Sri.K.SREENIVASULLU		COMMERCE		31-01-2024		26-02-1998	
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 Score	Predetermined Weightage (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KI GP X W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines	
									I-CURRICULAR ASPECTS
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 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	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	
			10						
			10						
			2x5 = 10						
			20						
Curriculum Flexibility/Enrichment	2. Value added courses offered & completed a) Certificate b) Diploma c) Any Online courses like MOOCs	Report on Certificate/ Diploma c) Any Online courses like MOOCs	2x5 = 10	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	
Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise 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									
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
			2x5 = 10						

SNo	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 (Wt) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KI WW GP) = KI GP X Wt	KI WW GP as per Academic Advisor's Grading	Guidelines				
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>3. Report on the Use of LMS tools (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	B	100		<ol style="list-style-type: none"> <li>1) All five 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> </ol>				
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses /FDPs</li> <li>5. E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	B	60		<ol style="list-style-type: none"> <li>1) Any five 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> </ol>				
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (CIE) and Internet based</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA</li> </ol>	<table border="1"> <tr> <td>10</td> </tr> <tr> <td>10</td> </tr> <tr> <td>5</td> </tr> <tr> <td>5</td> </tr> </table>	10	10	5	5	30	A	90		<ol style="list-style-type: none"> <li>1) All four key indicator Metrics =3 Grade points/A</li> <li>2) Metrics 1, 2, 4 =2 Grade points/B</li> <li>3) Metrics 1, 2,3 =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
10													
10													
5													
5													
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	56=30	30	A	90		<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) First KI Metric and any three other =2 Grade points/B</li> <li>3) First KI Metric and any two other =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>				

III-RESEARCH, INNOVATIONS AND EXTENSION

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 (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KI GP X W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines
9	Funding obtained for Research (Govt./Non-Governmental Books)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only) Either	5 10 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
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) 5. Research Guideship 6. Awards in recognition of research work		10 15 10 5	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
11	Extension Activities	Academic Extension activities through DRC/Faculty Outreach (Curriculum/ Skill/Domain related) 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	10					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	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

SNo	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 (W1) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWWGP) = KIGP X W1	KIWWGP as per Academic Advisor's grading	Guidelines
4	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance 2. Academic guidance for the advanced learner 3. Offering suggestions/reference books 4. Handholding the slow learners (offering study material/ question banks) 5. Offering merit Scholarships 6. Organizing/Participation in Parent Teacher Meetings	Reports in the NAAC format	20 10 10	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 indicators =1 Grade point/C 4) Below two=0/D
13	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	30	A	90		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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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 indicators =1 Grade point/C 4) Below two=0/D
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	40		1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D
				<b>Total Grade points</b>	500		1060		

Name & Signatures of the Academic advisors

S. Prasad 27/8/22  
J. Kumar 27/8/22

B. S. —

PRINCIPAL

PRR & VS GOVT. COLLEGE

VIDAVALLUR - 524318.

SPSR NELLORE DIST.

K. SAREENIVASULU  
Sec. in Charge  
PRR&VS.GDC Vidavalur  
SPR Nellore.

Commerce

Zone:	III
Name of the College and Address	PRR & VS GOVERNMENT COLLEGE, VIDAVALLUR
Name of the Lecturer	Sr.SCSRINIVASULU
Name of the Subject	COMMERCE
Date of Joining in Degree	27-11-2010

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 Score	Predetermine d Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KI W/GP) = KI GP X Wt	KI W/GP as per Academic Advisor's grading	Date of Retirement:	Guidelines
<b>I-CURRICULAR ASPECTS</b>										
Preparation and Implementation of										
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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 Attendance Invitation Letter & Attendance a) Course wise/Sem wise additional inputs Reports	2x5 = 10 2x5 = 10 10 10	30	B	60	B	30-06-2032	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
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	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
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	A		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
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>										
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	A		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	1. Course wise/Sem wise Reports on Bridge Courses conducted	2x5 = 10							
2	Report on Course wise Remedial coaching conducted	2. Course wise/Sem wise Report on Remedial coaching conducted	2x5 = 10							

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	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KI GP X W	KIWWGP as per Academic Advisor's Grading	Guidelines
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) 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	Course wise/ Sem wise Reports	50	50	B	100		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 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/ITDs 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		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 1. Report on Formative Evaluation (CI) 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 1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA	10 10 5 5	30	A	90	A	1) All four key indicator Metrics =3 Grade points/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 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	A	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**

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 (Wt) 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 Wt	KIWWGP as per Academic Advisor's grading	Guidelines	
										1. Minor Research Projects
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only Either	5 10 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	
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) 5. Research Guides 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service	Reports in the NAAC format	10 10 10					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	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	A	60	B	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	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	
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>										
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	60	A	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	
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>										

SNo	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 <sub>i</sub> ) 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 W <sub>i</sub>	KIWWGP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance Academic guidance for the advanced learner (offering suggestions/reference books) 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	10 10 10	50	A	150	A	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
15	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	30	A	90	A	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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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	B	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
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	40	A	1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D
				<b>Total Grade points</b>		<b>500</b>		<b>1030</b>	

Name & Signatures of the Academic advisors

1) S. Prasad 23/8/22  
2) J. Kamal 27/8/22  
3)

J. S. Prasad

(S. Prasad)

Leading Conference

P.R. Suresh G.D.C

VIDAVALLUR

B. S. Prasad  
PRINCIPAL  
PRR & VS GOVT. COLLEGE  
VIDAVALLUR . 524318.  
SPSR NELLORE DT.

Higory

Government of Andhra Pradesh  
 Commissionerate of Collegiate Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Form - III A To be Filled by Faculty and handed over to Academic Advisor )  
 District: SPSR NELLORE

Zone: III  
 Name of the College and Address: PRR & VS GOVERNMENT COLLEGE, VIDAVALUR  
 Name of the Lecturer: SH.M.V.RAMANA RAO  
 Name of the Subject: HISTORY  
 Date of Joining in Degree: 7/7/2008

SN	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 (W1) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWGP) = KIGP X W1	KIWGP as per Academic Advisor's grading	Date of Retirement: 30-04-2038	Guidelines

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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOS	1. Additional inputs related to Curriculum of the courses taught	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
			2. Value added courses offered & completed	Course wise/Sem wise additional inputs Reports	10					
			a) Certificate b) Diploma c) Any Online courses like MOOCs	a) Report on Certificate/ b) Report on Certificate/ c) Any Online courses like MOOCs	2x5=10					
			Feedback on Curriculum by Students	Course wise/Sem wise Reports of Feedback	10					
			a) Collected b) Analyzed c) Action taken	a) Reports of Feedback b) Analysis Reports c) Action taken Report	10					

II-TEACHING, LEARNING & EVALUATION										
2	Curriculum Flexibility/Enrichment	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)	Course wise/Sem wise Reports on Bridge Courses conducted	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
			2. Course wise/Sem wise Reports on Bridge Courses conducted	2. Course wise/Sem wise Reports on Remedial coaching conducted	2x5=10					

3	Feedback system	1. Report on Course wise Bridge Courses conducted 2. Report on Course wise Remedial coaching conducted	1. Course wise/Sem wise Reports with lists of students (Slow, Moderate and Advanced learners)	Course wise/Sem wise Reports of Feedback	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
			2. Course wise/Sem wise Reports on Bridge Courses conducted	2. Course wise/Sem wise Reports on Remedial coaching conducted	2x5=10					

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)	Course wise/Sem wise Reports on Bridge Courses conducted	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
			2. Course wise/Sem wise Reports on Bridge Courses conducted	2. Course wise/Sem wise Reports on Remedial coaching conducted	2x5=10					

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	Key Indicator Grade Points (KI GP) = 3; B=2; C=1; D=0	Key Indicator Grade Points (KIWWGP) = KI GP X W	KIWWGP as per Academic Advisor's grading	Guidelines
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>Report on student centered methods implemented (Course wise)</li> <li>Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>Report on the Use of LMS tools (Course wise)</li> <li>Contribution for the development of LMS in the concerned subject</li> <li>Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150	<ol style="list-style-type: none"> <li>All five 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>
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>Awards and recognition</li> <li>Participation in Short term/ Orientation /Refresh courses/ITDPs</li> <li>E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	B	60	<ol style="list-style-type: none"> <li>Any five 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>
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>Report on Formative Evaluation (CIE)</li> <li>Assignments-Critical, Innovative, text book and Internet based</li> <li>Involvement in Summative evaluation</li> <li>Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding 1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA	10 10 5 5	30	A	90	<ol style="list-style-type: none"> <li>All four key indicator Metrics =3 Grade points/A</li> <li>Metrics 1, 2, 4 =2 Grade points/B</li> <li>Metrics 1, 2,3 =1 Grade point/C</li> <li>Below two=0/D</li> </ol>
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>Announcement and Attainment of Course Outcomes</li> <li>Report on Student seminars/ Student demonstrations (Course wise)</li> <li>Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>Report on Field trips (Course wise)</li> <li>Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90	<ol style="list-style-type: none"> <li>All five key indicators =3 Grade points/A</li> <li>First KI Metric and any three other =2 Grade points/B</li> <li>First KI Metric and any two other =1 Grade point/C</li> <li>Below two=0/D</li> </ol>

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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	Preference Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) = 3, B=2, C=1, D=0	Key Indicator Weighted Grade Points (KIW/GP) = KIGP X W	KIW/GP as per Academic Authority's grading	Guidelines
9 Funding obtained for Research (Govt./Non-Governmental bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only) Either	5	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
			10					
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 journal/Any book with ISBN shall be considered)	10 15 10 5	5	60				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
			10					
11 Extension Activities	5. Research Guidedship 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach Curriculum/ Skill/Domain related)	Reports in the NAAC format	10					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					
12 Functional MoUs /Collaborations with Govt and Non Governmental Organisations	1. Collaboration with University/ Industry /NCT/ Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy.	Reports in the NAAC format	5+5	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
			20					
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. Staff 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
			20					

**IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES**

**V- ROLE IN STUDENT SUPPORT AND PROGRESSION**

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	Key Indicator Grade Points (KI GP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KI W/GP) = KI GP X W	KI W/GP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance (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	20 10 10	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
15	Student Progression	Report on Programme/Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship	10 10 10	30	A	90		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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>								
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	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
<b>VII - BEST PRACTICES</b>								
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	20	20	B	40		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			1110		

Name & Signature of the Principal

Name & Signatures of the Academic advisors  
 1) S. Prasad 23/8/22  
 2) J. Lakshmi 27/8/22  
 3)

Political Science

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)  
 District: SPSR NELLORE

Zone: III  
 PRR & VS GOVERNMENT COLLEGE, VIDAVVALUR  
 Smt. P. PRIYANKA  
 POLITICAL SCIENCE  
 20-07-2021

I-CURRICULAR ASPECTS

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWWGP) = KIGP X W	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)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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	2x5= 10	30	B	60	B	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
				10					
				10					
				10					
				10					
2	Curriculum flexibility/Enrichment	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports of feedback a) Reports of feedback b) Analysis Reports c) Action taken Report	2x5=10	20	B	40	B	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					
				10					
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports of feedback a) Reports of feedback b) Analysis Reports c) Action taken Report	10	10	A	30	A	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					

II-TEACHING, LEARNING & EVALUATION

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's Grading	Guidelines
4	Caring to Student Diversity	1. Report on Course wise Bridge Courses conducted 2. Report on Course wise Remedial coaching conducted	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	2x5=10	20	A	60	A	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					

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 (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A =4; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wt	KIWWGP as per Academic Advisor's grading	Guidelines
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) 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	Course wise/ Sem wise Reports	50	50	A	150	B	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	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	Reports and Certificates	30	30	B	60	T	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 Ratioms	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 1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA	10 10 5 5	30	A	90	P	1) All four key indicator Metrics = 3 Grade points /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	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	56=30	30	A	90	A	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

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 (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KIWG/GP) = KIGP X Wt	KIWG/GP as per Academic's grading	Guidelines
1. Funding obtained for Research Govt./Non-Governmental (Rules)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only)	5	20	D	0	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
			10					
2. 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/ICJ or UGC -CARE Listed journals/ Any book with ISBN shall be considered)		10	60	D	0	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					
3. Extension Activities	5. Research Guidance 6. Awards in recognition of research work		10					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					
4. Functional MoUs / Collaborations with Govt and Non Governmental Organizations	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) 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	10	20	B	40	B	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+5					
5. Physical facilities	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	D	0	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
			20					
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
<b>V. ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								
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	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

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	Key Indicator Grade Points (KIGP) (A =3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X W1	KIWWGP as per Academic Advisor's Grading	Guidelines
14 Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. Any other Study Material /Guidance 2. Academic guidance for the advanced learner (offering suggestions/ reference books) 3. Handholding the slow learners (offering study material/ question banks) 4. Offering merit Scholarships 5. Organizing/Participation in Parent Teacher Meetings	Reports in the NAAC format	20 10 10	50	A	150	A	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
15 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	30	A	90	A	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
<b>VI- ROLE IN INSTITUTIONAL GOVERNANCE</b>								
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	A	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
<b>VII - BEST PRACTICES</b>								
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	A	1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D
<b>Total Grade points</b>				<b>500</b>		<b>1100</b>		

Name & Signature of the Principal

Name & Signatures of the Academic advisors 1100

1) *S. Prasad* 27/8/22  
 2) *S. Kamini* 27/8/22  
 3) \_\_\_\_\_

Telugu

Government of Andhra Pradesh Commissionerate of College Education Academic & Administrative Audit of Degree Colleges (2020-21) Form - III A (To be Filled by Faculty and handed over to Academic Advisor)									
Zone: III		District: NADAPURU		Date of Retirement:		KIWW/GP as per Academic Advisor's Grading		Guidelines	
Name of the College and Address: P.R.R. G. V.S. GOVT COLLEGE NADAPURU		Name of the Lecturer: D. G. Padma Priya		Date of Retirement:		KIWW/GP as per Academic Advisor's Grading		Guidelines	
Name of the Subject: TELUGU		Date of Issuing in Degree: 03-06-2013		Date of Retirement:		KIWW/GP as per Academic Advisor's Grading		Guidelines	
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 Score	Predetermined Weightage (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KIWP) (A=3; B=2; C=1; D=0)	Date of Retirement	KIWW/GP as per Academic Advisor's Grading	Guidelines
<b>I-CURRICULAR ASPECTS</b>									
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 3. Teaching Diary ✓ 4. Lesson Plans ✓ 3. Active Participation in BOS ✓ 1. Additional inputs related to Curriculum of the courses taught	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	2x3=10 2x5=10 10	30	A	90	A	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
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	20	A	30	A	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 Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	A	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
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
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	30	A	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		A	30	A	

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 Score	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Score	KIWW/GP as per Academic Advisor's grading	Guidelines
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) ✓ 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 ✓	Course wise/ Sem wise Reports	50	50 x 2	B	100	1) All five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D	
6	Teacher Profile and Quality	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 ✓	Reports and Certificates	30	30	A	90	1) Any five key indicators =3 Grade point/A 2) Any three key indicators =2 Grade point/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D	
7	Evaluation Process and Reforms	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 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	1) All four key indicator Metrics =3 Grade point/A 2) Metrics 1, 2, 4 =2 Grade point/B 3) Metrics 1, 2,3 =1 Grade point/C 4) Below two=0/D	
8	Student Performance and Learning Outcomes	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	5+6=30	30	A	90	1) All five key indicators =3 Grade point/A 2) First KI Metric and any three other =2 Grade point/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D	
Funding obtained for Research 1. Minor Research Projects III-RESEARCH, INNOVATIONS AND EXTENSION Letter of intimation and award letters									
				5					1) All three key indicators =3 Grade point/A

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	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	KI W/GP as per Academic Advisor's Grading	Guidelines
9 Govt./Non-Governmental (Books)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20			2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
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/IC1 or UGC-CARE Listed journals/Any book with ISBN shall be considered) 5. Research Guidedship 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) ✓	Reports in the NAAC format	10 10 10 5	60	B	120	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	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	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
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	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>							
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	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

**V - ROLE IN STUDENT SUPPORT AND PROGRESSION**

I have only photo's of all papers

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	Predetermine d Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3, B=2, C=1, D=0)	Total	KI/W/GP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection 2. Any other Study Material /Guidance updation and maintenance. b. Semester wise 3. Academic guidance for the advanced learner (offering suggestions/ reference books) 4. Handling the slow learners (offering study material/ question banks) 5. Offering merit Scholarships 6. Organizing/Participation in Parent Teacher Meetings	Reports in the NAAC format	20 10 10 10	50	C	30		1) All Four key indicators =3 Grade point 2) Any Three key indicators =2 Grade point 3) Any Two key indicators =1 Grade point 4) Below two=0/D
15	Student Progression	Report on Programs/Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship	Reports in the NAAC format	10 10 10	30	D	50		1) All three key indicators =3 Grade point 2) Any two key indicators =2 Grade point 3) Any one key indicator =1 Grade point 4) No Indicator=0/D
<b>VI. ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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 point 2) Any Three key indicators =2 Grade point 3) Any Two key indicators =1 Grade point 4) Below two=0/D
<b>VII. BEST PRACTICES</b>									
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 point 2) Any one key indicator =2 Grade point 3) No Indicator=0/D
				<b>Total Grade points</b>					

Name & Signature of the Principal

Name & Signatures of the Academic advisors  
 1) S. Prf [Signature] 13/8/22  
 2) J. Samuel [Signature] 27/8/22  
 3)

Dept of English

Dr. V. S. Ramesh Babu, English, P. A. B. V. S. V. College, Vellore

24.12.2021

Government of Andhra Pradesh Commitment of College Education Academic & Administrative Audit of Degree Colleges (2020-21) Form - III A (To be filled by Faculty and handed over to Academic Auditor) District: <u>SIRSILUR</u>									
Zone: <u>II</u>		Name of the College and Address		Name of the Lecturer		Name of the Subject		Date of Issuing in Degree	
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	Pre-determined Weightage (W) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3, B=2, C=1, D=0)	Date of Retirement	KI W/GP as per Academic Auditors Grading	Guidelines	SNo
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 3. Teaching Diary 4. Lesson Plans 5. Active Participation in HOS	Course wise/Sem wise Records for the Academic Year Academic Year Institution Letter & Attendance a) Course wise/Sem wise additional inputs Reports	245 = 10 245 = 10 10	30 30 30	3 3 3	30 30 30	A A A	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
2	Curriculum Flexibility/Enrichment	2. Value added courses offered & completed a) Certificate X b) Diploma X c) Any Online courses like MOOCs X Feedback on Curriculum by Students	b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	245 = 10 10	20 10	3 3	30 30	B B	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	a) Collected b) Analyzed c) Action taken  JMC	Course wise/Sem wise a) Reports of feedback b) Analysis Reports c) Action taken Report	10	10	3	30	B	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
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
4	Caring 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	3	30	A	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	245 = 10	3	30	A		

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 (Wt) for Key Indicator	Key Indicator Grade Points (KI/GP) (A=3; B=2; C=1; D=0)	KI/GP as per Academic Advisor's grading	Guidelines	
5	Teaching-Learning Process	<ul style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise)</li> <li>or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>3. Report on the Use of LMS tools (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ul>	Course wise/ Sem wise Reports <i>see LMS</i>	50	50	3	100 <i>90</i>	A	<ul style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) Any three key indicators =2 Grade points/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ul>
6	Teacher Profile and Quality	<ul style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>5. E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ul>	Reports and Certificates <i>PPT (Middle)</i>	30	30	3	90	A	<ul style="list-style-type: none"> <li>1) Any five key indicators =3 Grade points/A</li> <li>2) Any three key indicators =2 Grade points/B</li> <li>3) Any two key indicators =1 Grade point/C</li> <li>4) Below two=0/D</li> </ul>
7	Evaluation Process and Reforms	<ul style="list-style-type: none"> <li>1. Report on Formative Evaluation (CIE)</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ul>	Department wise reports regarding 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	30	3	90	A	<ul style="list-style-type: none"> <li>1) All four key indicator Metrics =3 Grade point/</li> <li>2) Metrics 1, 2, 4 =2 Grade points/B</li> <li>3) Metrics 1, 2,3 =1 Grade point/C</li> <li>4) Below two=0/D</li> </ul>
8	Student Performance and Learning Outcomes	<ul style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ul>	Course wise Reports	5x6=30	30	3	90	A	<ul style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) First KI Metric and any three other =2 Grade points/B</li> <li>3) First KI Metric and any two other =1 Grade p</li> <li>4) Below two=0/D</li> </ul>
Funding obtained for Research		1. Minor Research Projects	Letter of intimation and award letters	5				1) All three key indicators =3 Grade points/A	

**III. RESEARCH, INNOVATIONS AND EXTENSION**

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 Score	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (A =3, B=2, C=1, D=0)	KIWP GP as per Academic Advisor's grading	Guidelines
9 (Govt/Non-Governmental bodies)	1. Major Research Projects 2. Consultancy Projects 3. Research Projects	(For Current Year only Ongoing OR Completed)	10 5	20	0	0	1) Any two key indicators = 2 Grade points/B 2) Any one key indicator = 1 Grade point/C
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/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)		10 15 10 5	60	3	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
11 Extension Activities	Involvement in activities related to community service a. Sensitising the students about the value of Community Service Organising the activity (A maximum of 3 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10	20	3	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
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	3	15	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>							
13 Physical facilities	a. Use of Digital Classrooms b. Use of Virtual Classroom c. Use of Labs d. Use of Library e. Nist usage f. Maintenance of Departmental Library	Log books related to usage	20	20	3	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>							

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 (W) for Key Indicator	Key Indicator Grade Points (A=3; B=2; C=1; D=0)	KI/W/GP as per Academic Advisor's grading	Guidelines	
14	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	3	120	A	
				10					10
15	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	1	30	A	
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
16	Participation in Institutional Governance and Leadership	3) Contribution to Departmental Vision & Mission and Departmental Action Plan b) Participation in different institutional committees and 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	3	120	A	1) All 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 = 0/D
				20	20	3	60		
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	3	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		

Name & Signature of the Principal

Name & Signatures of the Academic advisors

1) S. Praveen  
 2) F. K. Kulkarni  
 3) 27/08/22

125

*Praveen*

Government of Andhra Pradesh  
 Commissionerate of Collegiate Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Form - III A (To be Filled by Faculty and handed over to Academic Advisor)  
 District: SPSR NELLORE

Computer Applications/  
 Science

Zone:	III								
College and Address:	PRR & VS GOVERNMENT COLLEGE, VIDAVAIUR								
Name of the Lecturer:	Smt. V.SARVANI								
Name of the Subject:	COMPUTER APPLICATIONS								
Date of joining in Degree:	4/9/2021								
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 Score	Predetermined Weightage (W) for Key Indicator	Date of Retirement	Key Indicator Grade Points (KI/GP) (A =3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIW/GP) = KI/GP X W/	KIW/GP as per Academic Advisor's grading	Guidelines
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
<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. Report on Course wise Bridge Courses conducted</p> <p>2. Report on Course wise Remedial coaching conducted</p>									

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 Score	Predetermine d Weightage (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (KI GP) = 3A, B=2, C=1, D=0	Key Indicator Wise Weighted Grade Points (KI WGP) = KI GP X W <sub>i</sub>	KI WGP as per Academic Advisor's grading	Guidelines	
Teaching-Learning Process	<ol style="list-style-type: none"> <li>Report on student centered methods implemented (Course wise)</li> <li>Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>Report on the Use of LMS tools (Course wise)</li> <li>Contribution for the development of LMS in the concerned subject</li> <li>Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150		<ol style="list-style-type: none"> <li>All five 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>	
Teacher Profile and Quality	<ol style="list-style-type: none"> <li>Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>Awards and recognition</li> <li>Participation in Short term/ Orientation /Refresher courses/ iDPs</li> <li>E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	C	30		<ol style="list-style-type: none"> <li>All five 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>	
Evaluation Process and Informal	<ol style="list-style-type: none"> <li>Report on Formative Evaluation (IFE) and Informal based</li> <li>Assignments-Critical, Innovative, text book and Internet based</li> <li>Involvement in Summative evaluation</li> <li>Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding 1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA	10					<ol style="list-style-type: none"> <li>All four key indicator Metrics =3 Grade points/A</li> <li>Metric 1, 2, 4 =2 Grade points/B</li> <li>Metric 1, 2, 3 =1 Grade point/C</li> <li>Below two=0/D</li> </ol>	
			5	30	A	90			
			5						
			5						
Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>Announcement and Attainment of Course Outcomes</li> <li>Report on Student seminars/ Student demonstrations (Course wise)</li> <li>Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>Report on field trips (Course wise)</li> <li>Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>All five key indicators =3 Grade points/A</li> <li>First KI Metric and any three other =2 Grade points/B</li> <li>First KI Metric and any two other =1 Grade point/C</li> <li>Below two=0/D</li> </ol>	

### III-RESEARCH, INNOVATIONS AND EXTENSION

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	Key Indicator Grade Points (KI GP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KI GP X W	KIWWGP as per Academic Advisor's grading	Guidelines
9 Funding obtained for Research (Govt./Non-Governmental Ranks)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only) Either	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
			10					
			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/ICL 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					
11 Extension Activities	5. Research Guideship 6. Awards in recognition of research work Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) 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	10					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					
			10					
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	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
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	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
<b>V - ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								

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	Key Indicator Grade Points (KIGP) = 3; B=2; C=1; D=0	Key Indicator Wise Weighted Grade Points (KIWVGP) = KIGP X WI	KIWVGP as per Academic Advisor's grading	Guidelines
14 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 10 10	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
15 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	30	A	90	A	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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>								
16 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
<b>VII - BEST PRACTICES</b>								
17 Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	40		1) All Two key indicators =3 Grade points/A 2) Any one key indicator =2 Grade points/B 3) No Indicator=0/D
<b>Total Grade points</b>				500		1050		

Name & Signature of the Principal

Name & Signatures of the Academic advisors

1) S.P. Raju 27/8/22  
2) J. Kamini 27/8/22  
3)

*[Signature]*

Computer Science.

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Format - III A (To be Filled by Faculty and handed over to Academic Advisor)  
 District: SPSR NELLORE

Zone: III  
 Name of the College and Address: PRR & VS GOVERNMENT COLLEGE, VIDAVALLUR  
 Name of the Lecturer: Smt. SK. KARIMUNNISA BEGUM  
 Name of the Subject: COMPUTER SCIENCE (CONTRACT)  
 Date of Joining in Degree: 8/8/2001

I-CURRICULAR ASPECTS

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) = 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
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Designing and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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	2x5= 10 2x5= 10 10	30	B	60		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
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	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
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	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
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SNo	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 (Wt) for Key Indicator	Key Indicator Grade Points (KI/GP) (A=3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KI/WGP) = KI/GP X Wt	KI/WGP as per Academic Advisor's grading	Guidelines								
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>Report on student centered methods implemented (Course wise)</li> <li>Report on implementation of ICT in teaching and learning (Course wise) or</li> <li>Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>Report on the Use of LMS tools (Course wise)</li> <li>Contribution for the development of LMS in the concerned subject</li> <li>Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150		<ol style="list-style-type: none"> <li>All five 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>								
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>Awards and recognition</li> <li>Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	A	90		<ol style="list-style-type: none"> <li>Any five 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>								
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>Report on Formative Evaluation (CIE)</li> <li>Assignments-Critical, Innovative, text book and Internet based</li> <li>Involvement in Summative evaluation</li> <li>Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>Departmental Internal Marks Register for CIA</li> </ol>	<table border="1"> <tr> <td>10</td> <td></td> </tr> <tr> <td>10</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> <tr> <td>5</td> <td></td> </tr> </table>	10		10		5		5		30	A	90		<ol style="list-style-type: none"> <li>All four key indicator Metrics =3 Grade points/A</li> <li>Metric 1, 2, 4 =2 Grade points/B</li> <li>Metric 1, 2, 3 =1 Grade point/C</li> <li>Below two=0/D</li> </ol>
10																	
10																	
5																	
5																	
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>Announcement and Attainment of Course Outcomes</li> <li>Report on Student seminars / Student demonstrations (Course wise)</li> <li>Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>Report on Field trips (Course wise)</li> <li>Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>All five key indicators =3 Grade points/A</li> <li>First KI Metric and any three other =2 Grade points/B</li> <li>First KI Metric and any two other =1 Grade point/C</li> <li>Below two=0/D</li> </ol>								

**III-RESEARCH, INNOVATIONS AND EXTENSION**

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 (Wt) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	Key Indicator Weighted Grade Points (KI WGP) = KI GP X Wt	KI WGP as per Academic Advisor's grading	Guidelines
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only)	5 10 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
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/ICL or UGC-CARE Listed Journals/ Any book with ISBN shall be considered) 5. Research Guidance/ recognition of research work 6. Awards in Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10 10 5	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
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	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
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	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>									
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	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>									

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	Determined Weightage (W <sub>i</sub> ) for Key Indicator	Key Indicator Grade Points (A =3; B=2; C=1; D=0)	Key Indicator Grade Weighted Points (KIWGP) = KI GP X W <sub>i</sub>	KIWGP as per Academic Advisor's grading	Guidelines
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection Semester wise updation and maintenance. b. 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 10 10	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
15	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	30	A	90		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
<b>VI - ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	B	40		1)All Two key indicators =3 Grade points/A 2)Any one key indicator =2 Grade points/B 3)No Indicator=0/D
<b>Total Grade points</b>					500		1110		

Name & Signature of the Principal

Name & Signatures of the Academic advisors

1) S. Prasad 27/8/22  
2) J. Kamal 27/8/22  
3)

*[Signature]*

Statistics

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Form - III A (To be filled by Faculty and handed over to Academic Advisor)  
 District: **YSR Nellore**

Zone: **III**  
 Name of the College and Address: **DBA G. V. S. Alakolam**  
 Name of the Lecturer: **DR. STATISTICS**  
 Date of joining in Degree: **26.11.2011**

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 (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Date of Retirement	KIVW/CP as per Academic Advisor's grading	Guidelines
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	1. Preparation and Implementation of Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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	2x3 = 10	30	A	90	A	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
2	Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught 2. Value added courses offered & completed 3. Certificate 4. Diploma 5. Any Online courses like MOOCs	a) Report on Certificate/ Diploma b) Any Online courses like MOOCs c) Course wise/Sem wise Reports of Feedback d) Analysis Reports e) Action taken Report	2x5 = 10	20	A	60	A	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	a) Collected b) Analyzed c) Action taken	Course wise/Sem wise Reports of Feedback a) Analysis Reports b) Action taken Report	10	10	A	30	A	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
<b>II-TEACHING, LEARNING &amp; EVALUATION</b>									
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	A	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

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 (W) for Key Indicator	Key Indicator Grade Points (KI GP) (A =3; B=2; C=1; D=0)	*	KI W/ GP as per Academic Advisor's grading	Guidelines			
5	Teaching-Learning Process	<ol style="list-style-type: none"> <li>1. Report on student centered methods implemented (Course wise)</li> <li>2. Report on implementation of ICT in teaching and learning (Course wise)</li> <li>3. Report on implementation of Computer/Internet assisted learning (Course wise)</li> <li>4. Contribution for the development of LMS in the concerned subject</li> <li>5. Report on innovative pedagogical Tools used</li> </ol>	Course wise/ Sem wise Reports	50	50	A	150	A	<ol style="list-style-type: none"> <li>1) All five 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> </ol>			
6	Teacher Profile and Quality	<ol style="list-style-type: none"> <li>1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized</li> <li>2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks</li> <li>3. Awards and recognition</li> <li>4. Participation in Short term/ Orientation /Refresher courses/FDPs</li> <li>5. E- Content Development /MOOCs (Massive Open Online Courses)</li> <li>6. Additional Qualifications acquired during the last two years</li> </ol>	Reports and Certificates	30	30	A	90		<ol style="list-style-type: none"> <li>1) Any five 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> </ol>			
7	Evaluation Process and Reforms	<ol style="list-style-type: none"> <li>1. Report on Formative Evaluation (IE)</li> <li>2. Assignments-Critical, Innovative, text book and Internet based</li> <li>3. Involvement in Summative evaluation</li> <li>4. Maintaining Marks Register &amp; Result Analysis register.</li> </ol>	Department wise reports regarding <ol style="list-style-type: none"> <li>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment</li> <li>2. Departmental Internal Marks Register for CIA</li> </ol> verified by the Principal	<table border="1"> <tr> <td>10</td> </tr> <tr> <td>10</td> </tr> <tr> <td>5</td> </tr> </table>	10	10	5	30	A	90		<ol style="list-style-type: none"> <li>1) All four key indicator Metrics =3 Grade points/A</li> <li>2) Metrics 1, 2, 4 =2 Grade points/B</li> <li>3) Metrics 1, 2,3 =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>
10												
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5												
8	Student Performance and Learning Outcomes	<ol style="list-style-type: none"> <li>1. Announcement and Attainment of Course Outcomes</li> <li>2. Report on Student seminars/ Student demonstrations (Course wise)</li> <li>3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise)</li> <li>4. Report on Field trips (Course wise)</li> <li>5. Report on Student Study projects (Course wise)</li> </ol>	Course wise Reports	5x6=30	30	A	90		<ol style="list-style-type: none"> <li>1) All five key indicators =3 Grade points/A</li> <li>2) First KI Metric and any three other =2 Grade points/B</li> <li>3) First KI Metric and any two other =1 Grade point/C</li> <li>4) Below two=0/D</li> </ol>			
Funding obtained for Research: 1. Minor Research Projects												
<b>III-RESEARCH, INNOVATIONS AND EXTENSION</b>												
Letter of intimation and award letters												
				5		D	0		1) All three key indicators =3 Grade points/A			

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 (W) for Key Indicator	Key Indicator Grade Points (A=3, B=2, C=1, D=0)	KT/W/GP as per Academic Advisor's grading	Guidelines
9	(Govt./Non-Governmental Bodies)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20	D	0	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
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/ICL 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 DDC/ Faculty Outreach (Curriculum/ Skill/Domain related)		10 15 10 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
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 Bhanar/UBA etc)	Reports in the NAAC format	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
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.	MoU - 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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
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	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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								

SNo	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	Key Indicator Grade Points (KI GP) =3; B=2; C=1; D=0		KIWWGP as per Academic Advisor's Grading	Guidelines
14	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 10 10 10	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
15	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	A	90		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
<b>VI-ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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
<b>VII - BEST PRACTICES</b>									
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				1400	500		1400		

Name & Signature of the Principal

B. S. 27/8/22

Name & Signatures of the Academic advisors

1) S. Prasad 27/8/22  
2) J. K. Ramani 27/8/22  
3)

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	Performance (Weightage (W)) for Key Indicator	Key Indicator (KID) (Grade Point (A=3, B=2, C=1, D=0))	KIW/QIP as per Academic Advisor's Reading	Guidelines	
14	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 suggestions/reference books) a) Academic guidance for the advanced learner (offering material/ question banks) b) Handling 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 10 10	30	A	1SD	1) All four key indicators = 3 Grade point/A 2) Any Three key indicators = 3 Grade point/B 3) Any Two key indicators = 1 Grade point/C 4) Below two = 0/D	
15	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	30	B	6D	1) All three key indicators = 3 Grade point/A 2) Any two key indicators = 3 Grade point/B 3) Any one key indicator = 1 Grade point/C 4) No indicator = 0/D	
<b>VI-ROLE IN INSTITUTIONAL GOVERNANCE</b>									
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	12D	1) All four key indicators = 3 Grade point/A 2) Any Three key indicators = 3 Grade point/B 3) Any Two key indicators = 1 Grade point/C 4) Below two = 0/D	
<b>VII - BEST PRACTICES</b>									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	B	4D	1) All Two key indicators = 3 Grade point/A 2) Any one key indicator = 3 Grade point/B 3) No indicator = 0/D	
				600			1095		

Name & Signature of the Principal

Name & Signature of the Academic Advisor  
 1) S. P. ... 27/8/22  
 2) J. ... 27/8/22  
 3)

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 (W) for Key Indicator	Key Indicator Grade Points (A =3, B=2, C=1, D=0)	per Academic Advisor's grading	Guidelines
9	(Govt./Non-Governmental Bodies)	2 Major Research Projects 3 Consultancy Projects	(For Current Year only Ongoing OR Completed)	10 5	20	-	-	2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C
10	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes		10	60	C	15	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
		2. Books published as single author		15				
		3. Books published as Co-Author		10				
		4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Scopus/Web of Science/ICL or UGC-CARE Listed Journals/Any book with ISBN shall be considered)		5				
		5. Research Guidance 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 ODP/Swachh Bharat/UBA etc)	Reports in the NAAC format	5+5	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
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	-	-	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
<b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b>								
13	Physical facilities	Infrastructural facilities in the Department/Colleges a. Use of Digital Classrooms b. Use of Virtual Classrooms c. Use of Labs d. Use of Library e. Nlist 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
<b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>								

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 (Wt) for Key Indicator	Key Indicator Grade Points (KI GP) (A=3, B=2, C=1, D=0)	Score	KITW GP as per Academic Adviser's Grading	Guidelines
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) 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	Course wise/ Sem wise Reports	50	50	B	100	A	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	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	Reports and Certificates	30	30	A	90		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	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 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	B	1) All four key indicator Metrics = 3 Grade points/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	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	A	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
Funding obtained for Research		1. Minor Research Projects	Letter of intimation and award letters	5					1) All three key indicators = 3 Grade points/A

Economics

Government of Andhra Pradesh  
 Commissionerate of College Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Format - III A (To be filled by Faculty and handed over to Academic Advisor)

Name of the College and Address: **DR. A.V. PRASAD GOVERNMENT DEGREE COLLEGE, VIDYAVALLI**  
 Name of the Lecturer: **DR. A.V. PRASAD**  
 Name of the Subject: **ECONOMICS**  
 Date of joining in Degree: **21-05-2013**  
 District: **SPSR NELLORE**  
 Date of Retirement: **30-08-2034**

SNo	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 Score	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Score	KIW/GP as per Academic Advisor's grading	Guidelines
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**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 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 inputs Reports a) Course wise/Sem wise additional inputs Reports	2x3=10 2x3=10 10	30	A	90	A	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
2	Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the course taught 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 a) Course wise/Sem wise Reports of Feedback b) Analysis Reports c) Action taken Report	10 2x5=10	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
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	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	10	A	30	A	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 on Bridge Courses conducted 2. Report on Course wise Remedial coaching conducted	10 2x5=10	20	A	30	A	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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Library

Government of Andhra Pradesh  
 Commissionerate of Collegiate Education  
 Academic & Administrative Audit of Degree Colleges (2020-21)  
 Format - III C (To be filled by Faculty and handed over to Academic Advisor)  
 Format- III (C) for College Librarians  
 District: SPSR NELLORE

Zone: III  
 Name of the College and Address: PRR & VS GOVERNMENT COLLEGE, VIDVALUR  
 Name of the Lecturer: E. KIRAN KUMAR  
 Name of the Subject: LIBRARY & INFORMATION SCIENCE  
 Date of Joining in Degree College/Date of Joining in the present Institution: 10/3/2021

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 (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3)	Key Indicator Wise Weighted Grade Points	KIWWGP as per Academic Advisor's grading	Guidelines
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Designing and Development to be considered)	Preparation and Implementation of 1. Annual Library Plan 2. Constitution of Library Committees and prepar 3. Budgeting. 4. Annual Report. 5. MOU with Constituent Library	Course wise/Library Orientation to first Sem for all Courses to know about their resources availability.	50	50	A-Grade Points-3 3 X50	150		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
2	Helping in SSS / Feed back committee	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Feedback Analysis Report	30	30	A-Grade Points-3 3 X30	90		1) All two key indicators =3 Grade points/A 2) Any one key indicators =2 Grade points/B 3) Any no key indicator =1 Grade point
3	Organizing Library Events	1. Inviting prominent personalities as speakers to deliver the lectures on the Libraries. 2. Library week 3/ Conducting the book exhibition : display the Library collection with precious rare books and other important book and other library materials.	Conducting debate / essay writing competitions among all the students and distribution of prizes	20	40	A-Grade Points-3 3 X20	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	Book processing	1. Purchasing of books. 2. verification of pagination. 3 entering in Accession Register. 4. Processing with book pocket, Date slip, Spin table. 5. Classification 6 Cataloguing	1. Recording the Remarks and Suggestions of the Students, Faculty members and other guests. 2. Preparing Reports on each event	50	50	A-Grade Points-3 3 X50	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

*Computer  
measures  
Budget  
allocation  
in library*

5	Collection Development of Learning Resources	1. Print Media- Periodicals/ Journals. 2. Electronic Journals / E- Databases. 3. Online resources.	1. Nlist Logins 2. e- Register 3. Issue	30	30	A-Grade Points-3 3X30	90		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		
6	IT Infrastructure of the Library	1. The Computer network. Electronic resources Guidelines for Fair Use of e-resources. 2. 3.	Log books related to usage	50	50	B Grade Points-2 2 X50	100		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		
				Print Media							
				Non-print Media - CDs, DVDs, Cassettes etc. Process for weeding out.	Minutes/ Resolutions Register	5 10 5	20	A-Grade Points-3 3 X 20	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
7	Weeding out Policy	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/CI or UGC -CARE Listed Journals/Any book with ISBN shall be considered) 5. Research Guideship 6. Awards in recognition of research work	Proofs validated by IQAC and verified by Principal	10	10	B-Grade Points-2 2 X15	30		1)Any four key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C		
				15	10						
				5	10						
8	Research Publications and Awards for Librarian	1. Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10					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		
				20							
9	Extension Activities	1. Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) 2. Involvement in activities related Newspapers and press clippings 3. Inter-Library Loan	1. Reports in the NAAC format display of newspaper clippings containing Job Notifications 2. preservation of newspaper clippings on a particular topic.	5+5	20	B-Grade Points-2 2 X20	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		
10	Maintenance of Physical facilities In Library	Infrastructural facilities in the Department/Colleges a. ventilation and lighting, availability of seating. b. Use of Modular Building plan c. Use of audio visual methods d. Use of Library software e. Library Digitization. f. Maintenance of sanitation in Library	1. Log book related to usage. 2. Uploading data on website	50	50	B-Grade Points-2 2 X50	100		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		

11	Preservation of Library materials	1. Keeping Records : Accession of books received as Gift. 2. Any other Study Material with Generating Barcodes 3. Generating spine Label. 4. Writing Book Cards. 5. Preservation of old student dissertations. 6. Preservation of Back volumes of Periodicals and journals 7. accessioning of Periodicals through cordex. 8. Maintenance of records.	X	Log books related to usage	5 each (8x5=40)	40	A - Grade Points-3 3X40	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
12	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-Grade Points-3 3X40	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
13	Best Practices	Identification and Contribution to a) The Library Best practices. b) Institutional Best practices.	new library	Reports in the NAAC format	20	20	A-Grade Points-3 3X20	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	3X500=1500	1230		
Name & Signature of the Principal					Name & Signatures of the Academic advisors				
B. S. 27/8/22					1)	S. Prasad 27/8/22			
					2)	T. S. Kumar 27/8/22			
					3)				