

Government of Andhra Pradesh Commissionerate of Collegiate Education									
Academic & Administrative Audit of Degree Colleges (2018-21)									
Format - III A (To be Filled by Faculty and handed over to Academic Advisor)									
District: WEST GODAVARI									
Zone: II									
Name of the College and Address									
Name of the Lecturer									
Name of the Subject									
Date of joining in Degree College/Date									
SRI A.S.N.M.GOVERNMENT COLLEGE(A),PALAKOL									
Dr.B.SUBBALAKSHMI									
TELUGU									
7/6/2018									
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	Pre-determined 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
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	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	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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	A	60	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	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	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					
	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	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

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	Proportionate 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 W	KIWWGP as per Academic Advisor's grading	Guidelines
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/TDPs 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	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 CLA verified by the Principal	10 10 5 5	30	A	90	90	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	5x5=30	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
(II)-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of nomination and award letters (For Current Year only Either Ongoing OR Completed)	5 10 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	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 Guidance 6. Awards in recognition of research work		10 15 10 5 10 10	60	A	180	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	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domains related) Involvement in activities related to community service a. Sensitizing the students about the value of Community Service Organizing the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10 5+5	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D

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)	Key Indicator Wec Weighted Grade Points (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
12	Functional MoUs / Collaborations with Govt and Non Governmental Organisations	1. Collaboration with University/ Industry/NGOs/ Any other Agency 2. Consultancy offered 3. Assistant generated through Consultancy.	MoUs - 5 points Consultancy offered -10 Assistant 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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
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. Nist usage f. Maintenance of Departmental Library	Log books related to usage	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=0/D
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									
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	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
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	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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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	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
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	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		1350	1060	

Name & Signature of the Principal

PRINCIPAL

St.A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 200, W.G.DIST.

Name & Signature of the Academic Advisor

1)
2)
3)

(Dr. P. RATHA)
S. N. S. Raj G. N. S. RAJ
(Dr. K. SRIKANTHARAJ)
Dr. A. Sanyasirayan

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: West Godavari									
Name of the College and Address									
Name of the Lecturer									
Name of the Subject									
Date of joining in Degree									
25-8-21									
Date of Retirement									
31-08-2050									
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 as Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X W	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	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	3	90	90	1)All five key indicators =3 Grade points/A 2)Any four key indicators =2 Grade points/B 3)Any two key indicators =1 Grade points/C 4)No Indicator=0/D	
	1. Annual Academic Curriculum Plan 2.Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10						
	3. Teaching Diary 4. Lesson Plans	Invitation Letter & Attendance	10						
Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught	a)Course wise/Sem wise additional inputs Reports	10	15	2	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	
	2.Value added courses offered & completed	b)Report on Certificate/ Diploma	2x5=10						
	c)Any Online courses like MOOCs	c)Any Online courses like MOOCs							
Feedback system	Feedback on Curriculum by Students	Course wise/Sem wise	10	10	3	30	30	1)All three key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C 4)No Indicator=0/D	
II-TEACHING, LEARNING & EVALUATION									
Catering to Student Diversity	1. Report on grouping of students into Slow, Moderate and Advanced learners	1.Course wise/Sem wise Reports with list of students (Slow, Moderate and Advanced learners)	10	15	2	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	
	2. Course wise activities designed for Slow, Moderate and Advanced learners	2.Course wise/Sem wise Activities designed for Slow, Moderate and Advanced learners							
	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							

Teaching-Learning Process	- Report on student centered methods implemented (Course wise) - Report on implementation of ICT in teaching and learning (Course wise) - Report on implementation of Computer/Internet assisted learning (Course wise) - Report on the Use of LMS tools (Course wise) - Contribution for the development of LMS in the concerned subject - Report on innovative pedagogical Tools used	Course wise/ Sem wise Reports	50	50	2	100	50	- All five key indicators =3 Grade points/A - Any three key indicators =2 Grade points/B - Any two key indicators =1 Grade point/C - Below two=0/D
Teacher Profile and Quality	- Report on Seminars/Conferences/ Workshops/ Guest Lectures organized - Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks - Awards and recognition - Participation in Short term/ Orientation /Refresher courses/FDPs - E- Content Development /MOOCs (Massive Open Online Courses) - Additional Qualifications acquired during the last two years	Reports and Certificates	30	30	1	30	30	- Any five key indicators =3 Grade points/A - Any three key indicators =2 Grade points/B - Any two key indicators =1 Grade point/C - Below two=0/D
Evaluation Process and reforms	1. Report on Formative Evaluation (CIE)	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	30	3	90	90	- All four key indicator Metrics =3 Grade points/A - Metric 1, 2, 4 =2 Grade points/B - Metric 1, 2, 3 =1 Grade point/C - Below two=0/D
	2. Assignments-Critical, Innovative, text book and Internet based		10					
	3. Involvement in Summative evaluation		5					
	4. Maintaining Marks Register & Result Analysis Register.		5					
Student Performance and Learning Outcomes	- Announcement and Attainment of Course Outcomes - Report on Student seminars/ Student demonstrations (Course wise) - Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise) - Report on Field trips (Course wise) - Report on Student Study projects (Course wise)	Course wise Reports	50=30	30	2	60	60	- All five key indicators =3 Grade points/A - First KI Metric and any three other =2 Grade points/B - First KI Metric and any two other =1 Grade point/C - Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION								
Funding obtained for research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only) Either Ongoing OR Completed	5	20	0	0	0	- All three key indicators =3 Grade points/A - Any two key indicators =2 Grade points/B - Any one key indicator =1 Grade point/C - No Indicator=0/D
	2. Major Research Projects		10					
	3. Consultancy Projects		5					

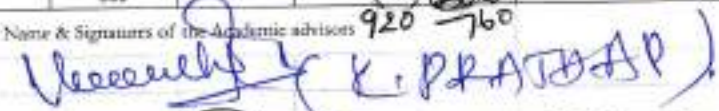
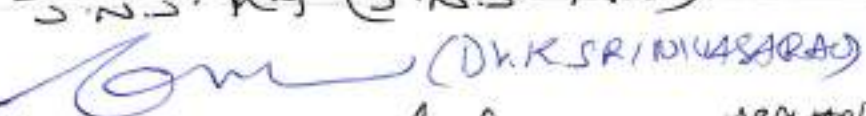
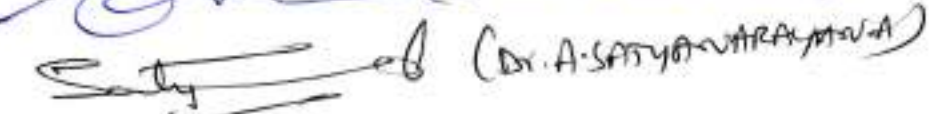
10	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Scopus/Web of Science/JCI or UGC -CARE Listed journals/Any book with ISBN shall be considered) 5. Research Guidance 6. Awards in recognition of research work		10 15 10 5	60	0	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
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. Organizing the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10	20	0	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
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	0	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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
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	20	20	3	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									

14	Student Support	1. Counseling of students in 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) 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 10	50	2	100	100	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
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	3	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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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	3 2	80	80	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
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	x3	x60	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		920	760	

Name & Signature of the Principal


PRINCIPAL
A.S.N.M. GOVT. COLLEGE (A)
TALAKOL-534 280, W.G.DIST.

Name & Signatures of the Academic advisors

 K. PRATHAP
J.N.S. Raj (J.N.S. RAJ)
 (Dr. K. SRINIVASARAO)
 (Dr. A. SANYASARAMMA)

Governance of Andhra Pradesh Commissionerate of Collegiate Education Academic & Administrative Audit of Degree Colleges (2018-20) Format - III A (To be filled by Faculty and handed over to Academic Advisor) Zone: II District: WEST GODAVARI									
Name of the College and Address		SRI A.S.N.M. GOVT. COLLEGE(A), PALAKOL							
Name of the Lecturer		B.K.V.RAMA LAKSHMI, CONTRACT LECTURER IN MATHEMATICS							
Name of the Subject		MATHEMATICS							
Date of joining in Degree		15-10-2007							
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 (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 3. Teaching Plan 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 Initiation Letter & Attendance	2x5= 10 2x5= 10 10	30	A	60	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	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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade points/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	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade points/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 list 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	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade points/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	Pre-determined 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 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	A	150	150	1) All five key indicators =3 Grade points/A 2) Any three key indicators =2 Grade points/B 3) Any two key indicator =1 Grade point/C 4) Below two=0/D
6	Teacher Profile and Quality	1. Report on Seminar/Conferences/ Workshops/ Guest Lectures organized 2. Report on Participation in Seminar/Conferences/Workshops/ Guest Lectures/ Invited talks 3. Awards and recognitions 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	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 (CFE) 2. Assignments-Critical, Innovative, test 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, Assignments books, Projects and any other tools of Internal Assessment 2. Departmental Internal Marks Register for CIA verified by the Principal	30 10 5 5	30	A	90	90	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

[illegible]

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 (%) 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%	KIWWGP as per Academic Adviser's grading	Guidelines
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	3x6=18	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	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 4) No Indicator=0/D
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 minimum of 3 publications in Scopus/Web of Science/ISI or UGC - CARE Listed journals/ Any book with ISBN shall be considered) 5. Research Guardianship 6. Awards in recognition of research work		10 15 10 5 10 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
11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) i. Involvement in activities related to community service ii. Seminars about the value of Community Service Organising the activity (A minimum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
12	Functional MoUs /Collaborations with Govt and Non Governmental Organisations	1.Collaboration with University/ Industry/NGOs/ Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy.	MoUs - 4 points Consultancy offered -10 Amount generated through Consultancy - 5 points	20	20	C D	0 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

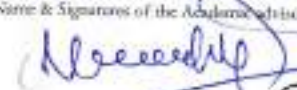
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicators	Key Aspect Scores	Proportionate Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIGP X Wt)	KIGP/WGP as per Academic Advisor's grading	Guidelines
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	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		1175	1090	

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic Advisors

1)
2)
3)

 (K. RAJESH) 
 J.N.S. RAJ (J.N.S. RAJ)
 (D.K. SRINIVASAO)
 Saty (Dr. A. SATYANARAYAN)

Government of Andhra Pradesh Commissionerate of Collegiate Education Academic & Administrative Audit of Degree Colleges (2019-21) Format - III A (To be Filled by Faculty and handed over to Academic Advisor)									
Zone: II District: WEST GODAVARI									
Name of the College and Address SRI A.S.N.M. GOVT. COLLEGE(A), PALAKOL									
Name of the Lecturer D.R.R.SUDHAKAR, GUEST LECTURER IN MATHEMATICS									
Name of the Subject MATHEMATICS									
Date of Joining in Degree 01.09.2018									
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)	Key Indicator Wise Weighted Grade Points (KIWGP) = KIGP X W	KIWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 3. Teaching Diary 4. Lesson Plans 5. Active Participation in BOCs	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	B A	60 90	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 point/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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	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 list 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	30	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D

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	Pre-determined Weightage (W1) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIGP X W1)	KIGP/WGP 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. Consultation 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		1) All five 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
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 indicators =1 Grade point/C 4) Below two=0/D
7	Evaluation Process and Refrains	1. Report on Formative Evaluation (CIE) 2. Assignment-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 certified by the Principal	10 10 5 5	30	A	90		1) All four key indicator Merits =3 Grade points/A 2) Merits 1, 2, 4 =2 Grade points/B 3) Merits 1, 2, 3 =1 Grade point/C 4) Below two=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 (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 W	KIWWGP as per Academic Advisor's grading	Guidelines
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 presentations (Course wise) 4. Report on Field trips (Course wise) 5. Report on Student Study projects (Course wise)	Course wise Reports	50/30	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	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 4) No Indicator=0/D
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/ISI or UGC-CARE Listed journals/Any book with ISBN shall be considered) 5. Research Guidedship 6. Awards in recognition of research work		10 15 10 5 10 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
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+5	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
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 C	5 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

[illegible]

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 Weight Weighted Grade Points (KIWWGP) = KIGP X W1	KIWWGP as per Academic Advisor's grading	Guidelines
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	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		1175	1175	

Name & Signature of the Principal



PRINCIPAL

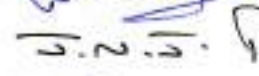
Sri A.S.N.M. GOVT. COLLEGE (A)

PALAKOL-534 260, W.G.DIST.

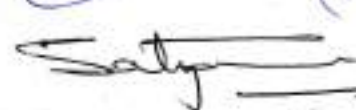
Name & Signatures of the Academic advisors

1)
2)
3)

 (R. R. RAO)

 (S.N.S. RAJ)

 (Dr. K. Srinivas Rao)

 (Dr. A. Satyanarayana)

Governance of Andhra Pradesh Commissionerate of Collegiate Education Academic & Administrative Audit of Degree Colleges (2020-21) Format - III A (To be Filled by Faculty and handed over to Academic Advisor)									
Zone: II									
Name of the College and Address		District: WEST GODAVARI							
Name of the Lecturer		SRI A.S.N.M. GOVT. COLLEGE(A), PALAKOL							
Name of the Subject		K.SIVA KRISHNA, CONTRACT LECTURER IN MATHEMATICS							
Date of joining in Degree		MATHEMATICS							
		01.12.2019							
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 (KIWWGP) = KIGP x W	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curriculum Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be extended)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 3. Teaching Diary 4. Lesson Plan 5. Active Participation in BOS	Course wise/Sem wise Records for the Academic Year Course wise/Sem wise Records for the Academic Year Innovation Letter & Attendance	2x5=10 2x5=10 10	30	B A	60 90	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	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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	A	40	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
3	Feedback system	Feedback on Curriculum for 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	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	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 list 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	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D

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 Wtce Weighted Grade Points (KIWWGP) = KIGP 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	A	150	150	1) All five key indicators =3 Grade points/A 2) Any three key indicators =2 Grade points/B 3) Any two key 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/TDPs 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	90	1) Any five 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
7	Evaluation Process and Reviews	1. Report on Formative Evaluation (CFE) 2. Assignments/Critical, Innovative, test bank 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	90	1) All four key indicators Merits =3 Grade points/A 2) Merits 1, 2, 4 =2 Grade points/B 3) Merits 1, 2, 3 =1 Grade point/C 4) Below two=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 Score	Predetermined 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	Guidelines
8	Students 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	5x5=30	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letters of intimation and award letters (For Current Year only) Either Ongoing OR Completed)	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 4) No Indicator=0/D
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 Guidance 6. Awards in recognition of research work		10 15 10 5 10 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
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 Organizing the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format b. Reports in the NAAC format	10 5+5	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
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	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

[illegible]

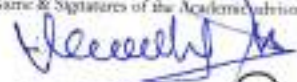
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Pre-determined Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Weir Weighted Grade Points (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
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	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		1175	1140	

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic divisions

1)
2)
3)

 (Dr. K. PRATHAP)
J.N.J. RAJ (J.N.J. RAJ)
 (Dr. K. SRINIVASARAO)
 (Dr. A. SATYANARAYANA)

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2020-21)

Formar - III A (To be Filled by Faculty and handed over to Academic Advisor)

District: West Godavari

Zone:

2

Name of the College and Address		Sri ASNMG Govt. College (A), Palakol							
Name of the Lecturer		K Bhadrachalam							
Name of the Subject		Computer Science							
Date of Joining in Degree		26-8-21							
		Date of Retirement:				30-06-2020			
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 Score 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
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 BCIS	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	3	90	90	1) All five key indicators =3 Grade points/A 2) Any four key indicators =2 Grade points/B 3) Any two key indicators =1 Grade 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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	15	2	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
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	3	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	Catering to Students 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	15	2	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

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	30	2	100	100	1) All five 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
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	1	30	30	1) Any five 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
Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE)	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	30	3	90	90	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
	2. Assignments-Critical, Innovative, text book and Internet based		10					
	3. Involvement in Summative evaluation		5					
	4. Maintaining Marks Register & Result Analysis register.		5					
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	3	90	30	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								
Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5	20	0	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
	2. Major Research Projects		10					
	3. Consultancy Projects		5					

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/ISI or UGC -CARE Listed journals/Any book with ISBN shall be considered)		10 15 10 5	60	0	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
	5. Research Guideship 6. Awards in recognition of research work		10 10					
Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	10	20	0	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
	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		0	0	0	
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	0	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
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 Lab d. Use of Library e. Nitin usage f. Maintenance of Departmental Library	Log books related in usage	20	20	3	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION								

14	Student Support	1. Counseling of students as Mentor/ Class teacher 2. Student Profile Collection 3. Semester wise updation and maintenance. 4. Any other Study Material /Guidance a) 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 10	50	2	100	100	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
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	3	90	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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
16	Participation in Institutional Governance and Leadership	a) Contribution to Departmental Vision & Mission b) Departmental Action Plan c) Participation in different institutional committees and preparation of committee reports d) Participation in different institutional activities that focus on value based education e) Contribution to IQAC/quality initiatives	Reports in the NAAC format	4x10	40	2	80	80	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
VII - BEST PRACTICES									
17	Best Practices	Identify, Curate and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	2	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
Total Grade points					500		860	830	

Name & Signature of the Principal

PRINCIPAL
SRI A.S.N.M. GOVT. COLLEGE (1)
PALAKOL-534 260, W.G.DT.

Name & Signatures of the Academic advisors

1) J.N.S. Rao
2) (Dr. A. SAMANVARAYANA)
3) (K. PRATHAP)
4) (Dr K. SRINIVASA RAO)

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: WEST GODAVARI									
Zone: II									
Name of the College and Address		SRI A.S.N.M.GOVERNMENT COLLEGE(A),PALAKOL							
Name of the Lecturer		G.D.SRINIVAS							
Name of the Subject		ENGLISH							
Date of joining in Degree College/Date		26-10-2005				Date of Retirement:			
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
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	2x5= 10 2x5= 10 10	30	A	90	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	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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5= 10	20	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
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	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	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
5	Teaching-Learning Process	1. Report on student centered methods implemented (Course wise) 2.Report on implementation of ICT in teaching and learning (Course wise) 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	100	1) All five 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

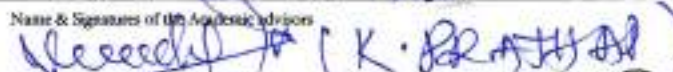
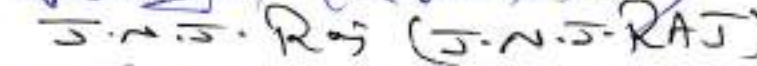
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
6	Teacher Profile and Quality	1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organised 2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks 3. Awards and recognition 4. Participation in Short term/ Orientation /Refresher courses/FDOs 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	60	1) Any five 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
7	Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE) 2. Assignments-Critical, Innovative, not book and Internet based 3. Involvement in Summative evaluation 4. Maintaining Marks Register & Result Analysis registers	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	90	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	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	5 10 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	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 Guidance 6. Awards in recognition of research work		10 15 10 5 10 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
11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Discipline 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 ODP/Swachh Bharat/UBA etc)	Reports in the NAAC format Reports in the NAAC format	10 5+5	20	A	40	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

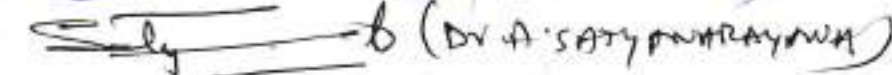
No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicators	Information in support of the key indicator	Key Aspect Scores	Pre-determined Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Point (KIWWGP) = KIGP X Wt	KIWWGP as per Academic Advisor's grading	Guidelines
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	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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
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	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									
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	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	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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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	120	1) All Four key indicators =3 Grade points/A 2) Any Three key indicators =2 Grade points/B 3) Any Two key indicator =1 Grade point/C 4) Below two=0/D
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	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		1210	1060	

Name & Signature of the Principal

Name & Signatures of the Academic Advisors

1)
2)
3)


 K. Prathap

 J.N.S. Raj (J.N.S. RAJ)

 Dhakshinamurthy (DHAKSHINAMURTHY)

 Dr. A. Satyanarayana

PRINCIPAL
 Sri A.S.N.M. GOVT. COLLEGE (A)
 PALAKOL-534 260, W.G.DIST.

Government of Andhra Pradesh Commissioner 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: WEST GODAVARI									
Zone: II									
Name of the College and Address		SRI A.S.N.M. GOVERNMENT COLLEGE(A), PALAKOL							
Name of the Lecturer		N.VICTOR DAVID DINAKARAN							
Name of the Subject		ENGLISH							
Date of Joining in Degree College/Date		28-01-2004							
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)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X W	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curriculum 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 Reports for the Academic Year Course wise/Sem wise Reports for the Academic Year Invitation Letter & Attendance	2x5= 10 2x5= 10 10	30	A	90 60	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	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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	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
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
II-TEACHING, LEARNING & EVALUATION									
4	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	60	60	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
5	Teaching-Learning Process	1. Report on student centered methods implemented (Course wise) 2. Report on implementation of ICT in teaching and learning (Course wise) 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	150 100	B 100	1) All five 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

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
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	B 60	1) Any five 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
7	Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE) 2. Assignments-Critical, Innovative, test 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 CLA verified by the Principal	10 10 5 5	30	A	90	90	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	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	5 10 5	20	D	0	0	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade point/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 Guidance 6. Awards in recognition of research work		10 15 10 5 10 10	60	D	0	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
11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service a. Sensitizing the students about the value of Community Service Organizing the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10 5+5	20	B	40	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

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 (Wt) for Key Indicators	Key Indicator Grade Points (KIGP) (A =3; B=2; C=1; D=0)	Key Indicator Wtso Weighted Grade Points (KIWWGP) = KIGP X Wt	KIWWGP as per Academic Advisor's grading	Guidelines
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	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
IV- USE OF INFRASTRUCTURE & LEARNING RESOURCES									
13	Physical facilities	Infrastructural facilities in the Department/College a. Use of Digital Classrooms b. Use of Virtual Classrooms c. Use of Labs d. Use of Library e. Nist usage f. Maintenance of Departmental Library	Log books related to usage	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									
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 books) 3. Offering merit Scholarships 4. Organising/Participation in Parent Teacher Meetings	Reports in the NAAC format	20 10 10 10	30	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 Progression/Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship	Reports in the NAAC format	10 10 10	30	B	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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	120	1) All Four key indicators =3 Grade points/A 2) Any Three key indicators =2 Grade points/B 3) Any Two key indicator =1 Grade point/C 4) Below two=0/D
VII- BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	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	-	(210)	1060	

Name & Signature of the Principal

PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 280, W.G.DIST.

Name & Signatures of the Academic Advisor

(K. PRASAD)
(S.N.S. RAJ)
(K. SRINIVASARAY)
(D. A. SATYANARAYANA)

College and Address	SRI A.S.N.M.GOVERNMENT COLLEGE(A),PALAKOL						
Chair	KRISHNA,TAMMISETTI						
Subject	POLITICAL SCIENCE						
in Degree	30.07.2021			Date of Retirement:		31.08.2039	
Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading
Guidelines							
I-CURRICULAR ASPECTS							
Curriculum Planning and Development (for various Colleges - for Curriculum Design development to be noted)	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	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
Curriculum 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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	10	B	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
Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30 1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION							
Access 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	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				
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	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

Category	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 Wide Weighted Grade Points (KIWWGP) = KIGP X Wt	KIWWGP as per Academic Advisor's grading	Guidelines
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	C	30	30	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
On Process and	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	90	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
Performance and 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	60	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								
obtained for Research Non-Governmental	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5 10 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
Publications and	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 10 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
ion Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service a. Sensitizing the students about the value of Community Service Organising the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10 5+5	20	D	0	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

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 _i) 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 _i	KIWWGP as per Academic Advisor's grading	Guidelines
Functional MoUs collaborations with Govt & 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	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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES								
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	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								
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	B	100	100	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	B	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
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 in 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
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	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		960	850	

Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

1)
2)
3)

Name & Signatures of the Academic Advisors

 **(Dr. R. PRATHAP)**
 **(Dr. N. S. RAJ)**
 **(Dr. K. SRINIVASA)**
 **(Dr. A. SATYANARAYANA)**

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: West Godavari									
Zone: II		Sri A S N M GOVT. COLLEGE, PALAKOLU SRINIVASARAO GUBBALA							
Name of the College and Address									
Name of the Lecturer									
Name of the Subject		PHYSICS							
Name of the Degree College/Chair		31.05.2013							
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=5, B=3, C=1, D=0)	Key Indicator Weighted Grade Points (KIWGP) (KIGP X W)	KIWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
Curriculum Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of	1. Annual Academic Curriculum Plan	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	40	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 point/C 4) No Indicator =0/D
	3. Teaching Diary	4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	5. Active Participation in BCS		Invitation Letter & Attendance	10					
Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught		a) Course wise/Sem wise additional inputs Reports	10	20	B	40	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. 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					
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	5	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator =0/D
II-TEACHING, LEARNING & EVALUATION									
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	40	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 teaching conducted		1) Course wise/Sem wise Reports on Bridge Courses conducted 2) Course wise/Sem wise Report on Remedial teaching conducted	2x5=10					
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	30	50	A	150	150	1) All five key indicators =5 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

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 Weightage and Grade Points (KIWWG P ₁ = KIGP X Wt)	KIWWG as per Academic Advisor's grading	Guidelines
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 recognitions 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	90	1) Any five 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
Evaluation Process and Forms	1. Report on Formative Evaluation (CIE) 2. Assignments-Critical, Innovative, test bank and Internet based 3. Involvement in Summative evaluation 4. Maintaining Marks Register & Result Analysis registers.	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 30 5 5	30	B A	90	90	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
Student Performance and Learning Outcomes	1. Assessment and Appraisal 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+5=10	30	A B	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION								
Grants 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 Further Ongoing OR Completed)	3 10 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 4) No Indicator=0/D
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/BIJ or UGC -CARE Listed journals/ Any book with ISBN shall be considered) 5. Research Guidelines 6. Awards in recognition of research work		10 15 10 5 10 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
Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service a. Sensitizing 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/URA etc)	Reports in the NAAC format Reports in the NAAC format	10 5+5	20	A	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D

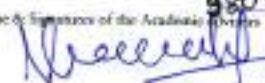
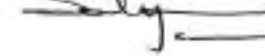
No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predefined Weightage (W) for Key Indicator	Key Indicator Grade Points (RIGP) (A = 3; B = 2; C = 1; D = 0)	Key Indicator Weightage d Grade Points (KIWWG) (KIWWG = RIGP X W)	KIWWG as per Academic Advisor's grading	Guidelines
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	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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
3	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. Not usage. f. Maintenance of Departmental Library	Log books related to usage	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									
	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection b. Semester wise updates and maintenance. 2. Any other Study Material /Guidance a) Academic guidance for the advanced learner (offering suggestions/reference books) b) (Assisting the slow learners (offering study material/ question banks) 3. Offering merit Scholarships 4. Organising/Participation in Parent Teacher Meetings	Reports in the NAAC format	20 10 10 10	30	B	100	100	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
	Student Progression	Report on Programme/ Course wise students' progression in 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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
	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	40	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 indicators =1 Grade point/C 4) Below two=0/D
VII - BEST PRACTICES									
	Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	30	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			930	930	

Name & Signature of the Principal

PRINCIPAL

Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G DIST.

Name & Signatures of the Academic Advisors

1)  (K. PRATHAP)
2)  (J.N.J. RAJ)
3)  (D.K. SRINIVASARA)
4)  (Dr. A. SATYANARAYANA)

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)								
Zone: II								
District: WESTGODAVARI								
of the College and Address: SRI ASNM GOVERNMENT COLLEGE(A) PALAKOL								
of the Lecturer: N V R D PADMA LATA								
of the Subject: PHYSICS								
of joining in Degree College/Date: 29-08-2002								
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 (%) for Key Indicator	Date of Retirement		KIPWGP as per Academic Advisor's grading	Guidelines
					Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIPWGP) = KIGP X WI		
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 ✓	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	60	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 point/C 4)No Indicator=0/D
	3. Teaching Diary ✓	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	4. Lesson Plans ✓	Invitation Letter & Attendance	10					
Curriculum Flexibility/Enrichment	5. Active Participation in BOS	1. Additional inputs related to Curriculum of the courses taught	10	20	A	60	60	1)All three key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C 4)No Indicator=0/D
	2. Value added courses offered & completed ✓	a)Course wise/Sem wise additional inputs Reports	10					
	b)Certificate ✓ c)Any Online courses like MOOCs ✓	b)Report on Certificate/ Diploma c)Any Online courses like MOOCs	2x5= 10					
Feedback system	Feedback on Curriculum by Students a) Collected ✓ b) Analyzed ✓ c) Action taken ✓	Course wise/Sem wise a)Reports of feedback b)Analysis Report c)Action taken Report	10	10	A	30	30	1)All three key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C 4)No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION								
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	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					
Teaching-Learning Process	1. Report on student centered methods implemented (Course wise) ✓ 2.Report on implementation of ICP 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	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

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 (KIWWGP) = KIGP X W)	KIWWGP as per Academic Advisor's grading	Guidelines
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	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 Reform	1. Report on Formative Evaluation (CIE) ✓ 2. Assignments-Critical, Innovative, test 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	90	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
	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	30=30	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters	5	20	D	0	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
	2. Major Research Projects	(For Current Year only Either	10						
	3. Consultancy Projects	Ongoing OR Completed)	5						
Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes		10	60	D	0	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
	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 Guidship of research work		10						
	6. Awards in recognition of research work		10						
	Academic Extension activities through DRC/ Faculty Outreach (Curriculum/ Skill/Domain related)	Reports in the NAAC format	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 (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
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
Total Grade points					500		1125	1070	

Name & Signature of the Principal

PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic advisors

1)
2)
3)

(K. PRATHAP)

(S. N. S. RAJ)

(J. K. SRINIVASARAO)

(Dr. A. SATYANARAYANA)

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 Adviser) District: WEST GODAVARI									
Zone: II									
Name of the College and Address: SRI A.S.N.M.GOVERNMENT COLLEGE(A),PALAKOL									
Name of the Lecturer: Dr.V.VIJAYA KUMAR									
Name of the Subject: BOTANY									
Date of joining in Degree College/Date: 1/12/2004									
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	Proficiency & Weights (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 W	KIWWGP as per Academic Adviser's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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 10	30	A	90	90	1) All five key indicators =3 Grade points/A 2) Any four key indicators =2 Grade points/B 3) Any two key indicators =1 Grade 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	a) Report on Certificate/ Diploma b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	2x5= 10	20	B	60	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
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	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	60	60	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
5	Teaching-Learning Process	1. Report on student centered methods implemented (Course wise) 2. Report on implementation of ICT in teaching and learning (Course wise) 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	150	1) All five 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

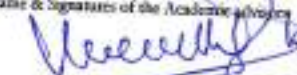
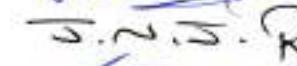
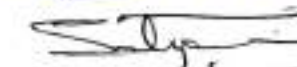
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wt	KIWWGP as per Academic Advisor's grading	Guidelines
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/ITDPs 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	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 CLA verified by the Principal	10 10 5 5	30	A	90	90	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	5+5=10	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III. RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	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 Gradschips / Awards in recognition of research work		10 15 10 5 10 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
11	Extension Activities	Academic Extension activities through DRC/ Faculty Outreach (Curricular/ Skill/Domain related) Involvement in activities related to community service a. Sensitizing the students about the value of Community Service b. Organizing the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10 5+5	20	A	40	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	Preference d 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 W	KIWWGP as per Academic Advisor's grading	Guidelines
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	20	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
13	Physical facilities	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) Nxt usage f) Maintenance of Departmental Library	Log books related to usage	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									
4	Student Support	1) Counseling of students in 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) Bridging the slow learners (offering study material/ question banks) 6) Offering merit Scholarships 7) 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
5	Student Progression	Report on Progression/ Course wise students' progression to a) Higher Education b) Employment c) Entrepreneurship	Reports in the NAAC format	10 10 10	30	B	60	60	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
	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	4x20	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
VII - BEST PRACTICES									
	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1) All Two key indicators = 3 Grade points/A 2) Any one indicator = 2 Grade points/B 3) No Indicator = 0/D
Total Grade points				100			1210	1110	

Name & Signature of the Principal

Name & Signature of the Academic Advisor

1)
2)
3)

 (K. PRATHAB)
 (S.N.J. RAJ)
 (P.K. SRINIVASA)
 (DR. A. SATYANARAYANA)


 PRINCIPAL
 Sri A.S.N.M. GOVT. COLLEGE (A)
 PALAKOL-534 260, W.G.DIST.

Zone: II

Name of the College and Address: SRI A.S.N.M.GOVERNMENT COLLEGE(A),PALAKOL

Name of the Lecturer: CHIRAVI KUMAR

Name of the Subject: COMPUTER APPLICATIONS

Date of leaving in Degree College/Date: 27-05-2004

						Date of Renewal:			
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	Professional Weightage (W) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Weighted Grade Points (KIWGP) = KIGP X W	KIWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	2 A	30 60	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
		3. Teaching Diary 4. Lesson Plan	Course wise/Sem wise Records for the Academic Year	2x5= 10					
		5. Active Participation in BOS	Invitation Letter & Attendance	10					
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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	2 A	60 40	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 a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators =3 Grade points/A 2) Any two key indicators =2 Grade points/B 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION									
4	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	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					
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	150	1) All five 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

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 Adviser's grading	Guidelines
6	Teacher Profile and Quality	1. Report on Seminars/Conferences/ Workshops/ Orlist Lectures organised 2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks 3. Awards and recognition 4. Participation in Short term/ Orientation /Refresher courses/PDPs 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	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 (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	90	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	500=30	30	A	90	90	1) All five key indicators =3 Grade points/A 2) First KI Metric and any three other =2 Grade points/B 3) First KI Metric and any two other =1 Grade point/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
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 Ongoing OR Completed)	5 10 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	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 Guidance 6. Awards in recognition of research work		10 15 10 5 10 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
11	Extension Activities	Academic Extension activities through DBC/ Faculty Outreach (Curriculum/ Skill/Domain related) Involvement in activities related to community service a. Sensitising the students about the value of Community Service Organising the activity (A maximum of 5 Programmes resulting in Community Service like ODF/Swachh Bharat/UBA etc)	Reports in the NAAC format	10 5+5	20	B	40	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 Aspects Scores	Predefined 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
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	<u>2</u>	<u>60</u>	20	1) All three key indicators = 3 Grade points/A 2) Any two key indicators = 2 Grade points/B 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
13	Physical facilities	Infrastructure facilities in the Department/Colleges a. Use of Digital Classrooms b. Use of Virtual Classroom c. Use of Labs d. Use of Library e. NIS usage f. Magnification of Departmental Library	Log books related to usage	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
V- ROLE IN STUDENT SUPPORT AND PROGRESSION									
14	Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection b. Semester wise updation and reassurance. 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. Organising Participation in Parent Teacher Meetings	Reports in the NAAC format	20 20 10 10	50	<u>B</u> <u>A</u>	<u>150</u>	100	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
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	<u>C</u> <u>B</u>	<u>30</u> <u>60</u>	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
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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 indicators = 1 Grade point/C 4) Below two = 0/D
VII- BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	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		1210	1040	

Name & Signature of the Principal

PRINCIPAL
SH.A.S.N.M. GOVT COLLEGE (A)
PALAKOL-534 200, W.G.DIST.

Name & Signatures of the Academic Advisor

1)
2)
3)

Veeran (K. PRAJAD)
S.N.S. Raj (S.N.S. RAJ)
Om (DR. K. SRINIVASARAO)
Saty (DR. A. SATYANARAYANA)

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2020-21)

Format - III A (To be Filled by Faculty and handed over to Academic Advisor)

Zone: II

District: WESTGODAVARI

College and Address	SRI A.S.N.M.GOV'T(A)DEGREE COLLEGE,PALAKOL.W.G.DT							
Lecturer	Dr.M. RAMAKRISHNA							
Subject	ZOOLOGY							
Academic Year	19/12/2001				Date of Retirement:		30/09/2034	
Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS								
Curricular Planning and Implementation (for Autonomous Colleges - s for Curriculum Design development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2.Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	A	90	90	1)All five key indicators =3 Grade points 2)Any four key indicators =2 Grade points 3)Any two key indicators =1 Grade point 4)No Indicator=0/D
	3. Teaching Diary	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	4. Lesson Plans	Invitation Letter & Attendance	10					
Curriculum Enrichment	5. Active Participation in BOS			20	A	60	30	1)All three key indicators =3 Grade points 2)Any two key indicators =2 Grade points 3)Any one key indicator =1 Grade point 4)No Indicator=0/D
	1. Additional inputs related to Curriculum of the courses taught	a)Course wise/Sem wise additional inputs Reports	10					
	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					
Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1)All three key indicators =3 Grade points 2)Any two key indicators =2 Grade points 3)Any one key indicator =1 Grade point 4)No Indicator=0/D
II-TEACHING, LEARNING & EVALUATION								
Response 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	40	1)All three key indicators =3 Grade points 2)Any two key indicators =2 Grade points 3)Any one key indicator =1 Grade point 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					

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
Learning obtained for Research (Govt./Non-Governmental)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5 10 5	20	D	0	0	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point
Research Publications and Books	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/ship 6. Awards in recognition of research work		10 15 10 5 10 10	60	C B	120	120	1) Any three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point 4) No Indicator = 0/D
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 Reports in the NAAC format	10 5+5	20	A A	30 30	30 30	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point 4) No Indicator = 0/D
International MoUs Collaborations with Govt./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	0	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point 4) No Indicator = 0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES								
Infrastructural 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	60	1) Any four key indicators = 3 Grade points 2) Any three key indicators = 2 Grade points 3) Any two key indicators = 1 Grade point 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 (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	150	1) All Four key indicators = 3 2) Any Three key indicators = 2 3) Any Two key indicators = 1 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	A	90	90	1) All three key indicators = 3 2) Any two key indicators = 2 3) Any one key indicator = 1 4) No Indicator = 0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
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	160	160	1) All Four key indicators = 3 2) Any Three key indicators = 2 3) Any Two key indicators = 1 4) Below two = 0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a) The Departmental Best practices b) Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1) All Two key indicators = 3 2) Any one key indicator = 2 3) No Indicator = 0/D
Total Grade points				500	A	1330	1120	

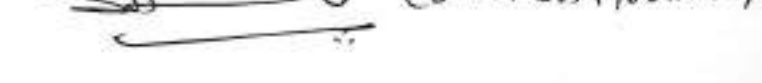
Signature of the Principal


 PRINCIPAL
 Sri A.S.N.M. GOVT. COLLEGE (A)
 PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic Advisors

1)
2)
3)



Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2020-21)

Format - III A (To be Filled by Faculty and handed over to Academic Advisor)

Zone: II

District: WEST GODAVARI

Name of the College and Address
Name of the Lecturer
Name of the Subject
Date of Joining in Degree

Sri Anam Gunt College (A) Palakur
K. Parvatha sarathi
HISORY
2008 as Contract Lecturer

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 (KGP) (A =3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
1	Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes 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	AA 40	40 90	70	1) All five key indicators =3 Grade p 2) Any four key indicators =2 Grade p 3) Any two key indicators =1 Grade p 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	B 10	10	70	1) All three key indicators =3 Grade p 2) Any two key indicators =2 Grade p 3) Any one key indicator =1 Grade p 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	A 10	10	40	1) All three key indicators =3 Grade p 2) Any two key indicators =2 Grade p 3) Any one key indicator =1 Grade p 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	B 10	40 40	40 40	1) All three key indicators =3 Grade p 2) Any two key indicators =2 Grade p 3) Any one key indicator =1 Grade p 4) No Indicator=0/D

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
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	Course wise/ Sem wise Reports	50	50	500 B	500 200	70	1) All five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicators =1 Grade point 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)	Reports and Certificates	30	30	30 C	20	30	1) Any five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicators =1 Grade point 4) Below two=0/D
7	Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE)	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	30	30 30	30 30	80	1) All four key indicator Metrics =3 Grade points 2) Metrics 1, 2, 4 =2 Grade points/W 3) Metrics 1, 2, 3 =1 Grade point/C 4) Below two=0/D
		2. Assignments-Critical, Innovative, text book and Internet based ✓		10					
		3. Involvement in Summative evaluation ✓		5					
		4. Maintaining Marks Register & Result Analysis register. ✓		5					
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) ✓	Course wise Reports	5x6=30	30	30 A	30 30	80	1) All five key indicators =3 Grade points 2) First KI Metric and any three other points/B 3) First KI Metric and any two other points/C 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5	20	-	-	10	1) All three key indicators =3 Grade points 2) Any two key indicators =2 Grade points 3) Any one key indicator =1 Grade point
		2. Major Research Projects		10					
		3. Consultancy Projects		5					

[illegible]

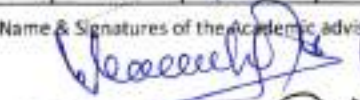
No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (W _i) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP x W _i	KIWWGP as per Academic Advisor's grading	Guidelines
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	Reports in the NAAC format	4x10	40	20 B	20	120	1) All Four key indicators =3 Grade p 2) Any Three key indicators =2 Grade p 3) Any Two key indicator =1 Grade p 4) Below two=0/D
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a) The Departmental Best practices ✓ b) Institutional Best practices	Reports in the NAAC format	20	20	20 B	20	50	1) All Two key indicators =3 Grade p 2) Any one key indicator =2 Grade p 3) No indicator =0/D
Total Grade points					500	440			

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic advisors

- 1)
- 2)
- 3)

 (K. PRATHAP)
 (S.N.S. RAJ)
 (DR. K. SRINIVAS)
 (DR. A. SATHYANARAYANA)

District: WEST GODAVARI

Zone: II

Joining in Degree College/Date	23-11-2009
--------------------------------	------------

Date of Retirement:

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS								
Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	60	60	1) All five key indicators =3 Grade 2) Any four key indicators =2 Grade 3) Any two key indicators =1 Grade 4) No Indicator=0/D
	3. Teaching Diary 4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	5. Active Participation in BOS	Invitation Letter & Attendance	10					
	1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports	10					
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	B	40	20	1) All three key indicators =3 Grade 2) Any two key indicators =2 Grade 3) Any one key indicator =1 Grade 4) No Indicator=0/D
	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					
Feedback system			10	10	A	30	30	1) All three key indicators =3 Grade 2) Any two key indicators =2 Grade 3) Any one key indicator =1 Grade 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	40	1) All three key indicators =3 Grade 2) Any two key indicators =2 Grade 3) Any one key indicator =1 Grade 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					

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	100	1) All five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicator =1 Grade point 4) Below two=0/D
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	30	1) Any five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicator =1 Grade point 4) Below two=0/D
Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE)	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	30	A	90	90	1) All four key indicator Metrics =3 Grade points 2) Metrics 1, 2, 4 =2 Grade points 3) Metrics 1, 2, 3 =1 Grade point 4) Below two=0/D
	2. Assignments-Critical, Innovative, test book and Internet based		10					
	3. Involvement in Summative evaluation		5					
	4. Maintaining Marks Register & Result Analysis register.		5					
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	90	1) All five key indicators =3 Grade points 2) First KI Metric and any three other KI =2 Grade points/B 3) First KI Metric and any two other KI =1 Grade point 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION								
Funding obtained for Research (Govt./Non-Governmental)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Either	5	20	D	0	0	1) All three key indicators =3 Grade points 2) Any two key indicators =2 Grade points
	2. Major Research Projects		10					

[illegible]

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	100	1)All Four key indicators =3 G 2)Any Three key indicators =2 G 3)Any Two key indicator =1 G 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	A	90	90	1)All three key indicators =3 G 2)Any two key indicators =2 G 3)Any one key indicator =1 G 4)No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
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	120	1)All Four key indicators =3 G 2)Any Three key indicators =2 G 3)Any Two key indicator =1 G 4)Below two=0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1)All Two key indicators =3 G 2)Any one key indicator =2 G 3)No Indicator=0/D
Total Grade points				500		1070	950	

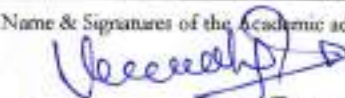
Name & Signature of the Principal

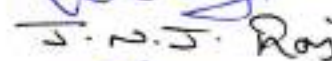

PRINCIPAL

Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

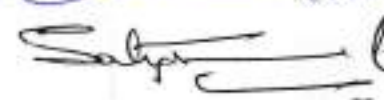
Name & Signatures of the Academic advisors

1)
2)
3)

 (K. PRATHAP)

 (J.N.J. RAJ)

 (DHAKSHINIVASARAJ)

 (Dr. A. SATYANARAYANA)

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:

College and Address: Sri ASNM(A) Govt. College, Palakol, West Godavari District
 Officer: Dr. Chittoor Uthasani
 Subject: Economics
 Degree College/Date: 12/9/2017

12/9/2017

Date of Retirement		KIWWG P as per Academic Advisor's grading	Guidelines					
Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi							
I-CURRICULAR ASPECTS								
Planning and Implementation (for Degree Colleges - Efforts in Curriculum Design and Content to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	A 3	90	90	1) All five key indicators = 3 Grade points/ 2) Any four key indicators = 2 Grade points/ 3) Any two key indicators = 1 Grade points/ 4) No Indicator = 0/D
	3. Teaching Diary 4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	5. Active Participation in BOS	Invitation Letter & Attendance	10					
	Enrichment	1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports ✓	10	20	C 1	20	
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					
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 3	30	30
II-TEACHING, LEARNING & EVALUATION								
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 3	60	60	1) All three key indicators = 3 Grade points/ 2) Any two key indicators = 2 Grade points/ 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					

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
g-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 2	100	80	1) All five key indicators = 3 Grade points 2) Any three key indicators = 2 Grade points 3) Any two key indicator = 1 Grade point 4) Below two = 0/D
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	C 1	30	30	1) Any five key indicators = 3 Grade points 2) Any three key indicators = 2 Grade points 3) Any two key indicator = 1 Grade point 4) Below two = 0/D
Internal Process and	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 3	90	90	1) All four key indicator Metrics = 3 Grade points 2) Metrics 1, 2, 4 = 2 Grade points/B 3) Metrics 1, 2, 3 = 1 Grade point/C 4) Below two = 0/D
Performance and 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 3	90	54	1) All five key indicators = 3 Grade points 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

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
III-RESEARCH, INNOVATIONS AND EXTENSION								
Research obtained for Non-Governmental	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5 10 5	20	—	—	—	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/
Publications and	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		10 15 10 5 10 10	60	1 C	60	60	1) Any three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/4 4) No Indicator = 0/D
Academic 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 Reports in the NAAC format	10 5+5	20	— B 2	— 40	— 40	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
MoUs with Govt/Governmental Institutions	1. Collaboration with University/ Industry/NGO/ Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy.	MoUs - 5 points 10 Amount generated through Consultancy - 5 points	20	20	—	—	—	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES								
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 3	60	60	1) Any four key indicators = 3 Grade points 2) Any three key indicators = 2 Grade points 3) Any two key indicators = 1 Grade point/C 4) Below two Indicators = 0/D

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
V- ROLE IN STUDENT SUPPORT AND PROGRESSION								
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	2 B	100	100	1) All Four key indicators = 3 Grade points 2) Any Three key indicators = 2 Grade points 3) Any Two key indicator = 1 Grade point 4) Below two = 0/D
Progression	Report on Programme/Course wise students' progression to a) Higher Education ✓ b) Employment X c) Entrepreneurship X	Reports in the NAAC format	10 10 10	30	A 3	90	60	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point 4) No Indicator = 0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
Role 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 3	120	90	1) All Four key indicators = 3 Grade points 2) Any Three key indicators = 2 Grade points 3) Any Two key indicator = 1 Grade point 4) Below two = 0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a) The Departmental Best practices ✓ b) Institutional Best practices ✓	Reports in the NAAC format	20	20	A 3	60	60	1) All Two key indicators = 3 Grade points 2) Any one key indicator = 2 Grade points 3) No Indicator = 0/D
Total Grade points				500		1040		

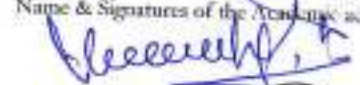
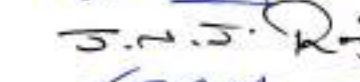
Signature of the Principal


PRINCIPAL

Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic Advisors

1)
2)
3)

 (K. PRATHAP)
 (S.N.S. RAJ)
 (Dr. K. SRINIVASAN)
 (Dr. A. SATYANARAYANA)

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)

II

Age and Address _____

Subject DR. V.D.V.V. LAKSHMI
ECONOMICS

Degree College/Date 28-09-2023

Date of Retirement 31-08-2040

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
---------------	---	---	-------------------	--	--	---	--	------------

I-CURRICULAR ASPECTS

Planning and Implementation (for Degree Colleges - Efforts in Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B 2	60	60	1) All five key indicators =3 Grade points/ 2) Any four key indicators =2 Grade points/ 3) Any two key indicators =1 Grade points/ 4) No Indicator=0/D
	3. Teaching Diary 4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	5. Active Participation in BOS	Invitation Letter & Attendance	10					
Enrichment	1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports	10	20	B 2	40	40	1) All three key indicators =3 Grade points/ 2) Any two key indicators =2 Grade points/ 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D
	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					
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 3	30	30	1) All three key indicators =3 Grade points/ 2) Any two key indicators =2 Grade points/ 3) Any one key indicator =1 Grade point/C 4) No Indicator=0/D

II-TEACHING, LEARNING & EVALUATION

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 3	60	60	1) All three key indicators =3 Grade points/ 2) Any two key indicators =2 Grade points/ 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					

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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 2	100	100	1) All five key indicators = 3 Grade points/ 2) Any three key indicators = 2 Grade points/ 3) Any two key indicator = 1 Grade point/ 4) Below two = 0/D
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 2	60	60	1) Any five key indicators = 3 Grade points/ 2) Any three key indicators = 2 Grade points/ 3) Any two key indicator = 1 Grade point/ 4) Below two = 0/D
Assessment Process and	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 3	90	90	1) All four key indicator Metrics = 3 Grade points/ 2) Metrics 1, 2, 4 = 2 Grade points/B 3) Metrics 1, 2, 3 = 1 Grade point/C 4) Below two = 0/D
Performance and 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 3	90	90	1) All five key indicators = 3 Grade points/ 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

Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
III-RESEARCH, INNOVATIONS AND EXTENSION								
Obtained for Research (Non-Governmental)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only OR Completed)	5 10 5	20	-	D	0	1) All three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/C
Publications and	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 10 10	60	-	D	0	1) Any three key indicators = 3 Grade points 2) Any two key indicators = 2 Grade points 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
Academic 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 5+5	20	A 3	60	60	1) All three key indicators = 3 Grade points/ 2) Any two key indicators = 2 Grade points/ 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
MoUs with Govt / Non-Governmental Organizations	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 1	C 20	20	1) All three key indicators = 3 Grade points/ 2) Any two key indicators = 2 Grade points/ 3) Any one key indicator = 1 Grade point/C 4) No Indicator = 0/D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES								
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. Nilist usage f. Maintenance of Departmental Library	Log books related to usage	20	20	A 3	60	60	1) Any four key indicators = 3 Grade points/ 2) Any three key indicators = 2 Grade points/ 3) Any two key indicators = 1 Grade point/C 4) Below two Indicators = 0/D

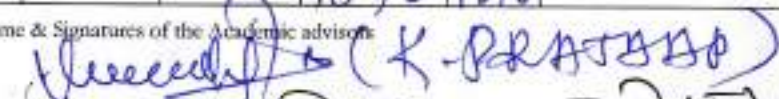
Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
V- ROLE IN STUDENT SUPPORT AND PROGRESSION								
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 3	150	150	1)All Four key indicators =3 Grade points, 2)Any Three key indicators =2 Grade points, 3)Any Two key indicator =1 Grade point/ 4)Below two=0/D
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 3	90	90	1)All three key indicators =3 Grade points, 2)Any two key indicators =2 Grade points, 3)Any one key indicator =1 Grade point/ 4)No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
Contribution 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 3	120	120	1)All Four key indicators =3 Grade points/ 2)Any Three key indicators =2 Grade points/ 3)Any Two key indicator =1 Grade point/ 4)Below two=0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	A 3	60	60	1)All Two key indicators =3 Grade points/ 2)Any one key indicator =2 Grade points/ 3)No Indicator=0/D
Total Grade points				500		1090	1090	

Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic advisors

1)
2)
3)

 (K. PRATHAP)
 (S.N.S. RAJ)
 (Dr. K. SRINIVASAN)
 (Dr. A. SATYANARAYANA)

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2020-21)

Format - III A (To be Filled by Faculty and handed over to Academic Advisor)

Zone: II		District: WEST GODAVARI						
Name of the College and Address		SRI A S N GOVT. COLLEGE (A), PALAKOL						
Name of the Lecturer		P. DURGESWAR						
Name of the Subject		COMMERCE						
Date of joining in Degree College/Date		19-08-2015						
Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A =3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS								
Curricular Planning and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	60	60	1) All five key indicators =3 Gr 2) Any four key indicators =2 Gr 3) Any two key indicators =1 Gr 4) No Indicator=0/D
	3. Teaching Diary 4. Lesson Plans	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	5. Active Participation in BOS	Invitation Letter & Attendance	10					
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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	B	40	20	1) All three key indicators =3 Gr 2) Any two key indicators =2 Gr 3) Any one key indicator =1 Gr 4) No Indicator=0/D
	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					
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	40	1) All three key indicators =3 Gr 2) Any two key indicators =2 Gr 3) Any one key indicator =1 Gr 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					

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	100	1) All five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicator =1 Grade point 4) Below two=0/D
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	30	1) Any five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicator =1 Grade point 4) Below two=0/D
Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE)	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	30	A	90	90	1) All four key indicator Metrics =3 Grade points 2) Metrics 1, 2, 4 =2 Grade points 3) Metrics 1, 2, 3 =1 Grade point 4) Below two=0/D
	2. Assignments-Critical, Innovative, text book and Internet based		10					
	3. Involvement in Summative evaluation		5					
	4. Maintaining Marks Register & Result Analysis register.		5					
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 discussions/ Poster presentation (Course wise) 4. Report on Field trips (Course wise) 5. Report on Student Study projects (Course wise)	Course wise Reports	5x6=30	30	A	90	90	1) All five key indicators =3 Grade points 2) First KI Metric and any three other KI Metrics =2 Grade points/B 3) First KI Metric and any two other KI Metrics =1 Grade point 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION								
Funding obtained for Research (Govt./Non-Governmental)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Either	5	20	D	0	0	1) All three key indicators =3 Grade points 2) Any two key indicators =2 Grade points
	2. Major Research Projects		10					

[illegible]

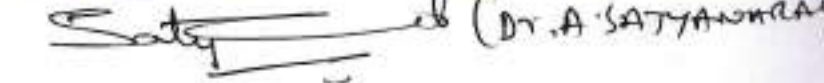
Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	100	1)All Four key indicators =3 C 2)Any Three key indicators =2 C 3)Any Two key indicator =1 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	A	90	90	1)All three key indicators =3 C 2)Any two key indicators =2 C 3)Any one key indicator =1 C 4)No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
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	120	1)All Four key indicators =3 C 2)Any Three key indicators =2 C 3)Any Two key indicator =1 C 4)Below two=0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1)All Two key indicators =3 C 2)Any one key indicator =2 C 3)No Indicator=0/D
Total Grade points				500		1070	450	

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST

Name & Signatures of the Academic advisors

1)
2)
3)

 (K. PRATHAP)
 (S.N.S. RAJ)
 (Dr. K. SRINIVASAN)
 (Dr. A. SATYANARAYANA)

Government of Andhra Pradesh
Commissionerate of Collegiate Education

Academic & Administrative Audit of Degree Colleges (2020-21)

Format - III A (To be Filled by Faculty and handed over to Academic Advisor)

Zone: II		District: WEST GODAVARI						
of the College and Address	SRI A S N M GOVT. COLLEGE (A), PALAKOL							
of the Lecturer	K.SWARNALATHA							
of the Subject	COMMERCE							
Joining in Degree College/Date	02-06-2014							
Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS								
Curricular Planing and Implementation (for Autonomous Colleges - Efforts for Curriculum Design and Development to be considered)	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Objectives & Outcomes	Course wise/Sem wise Records for the Academic Year	2x5= 10	30	B	60	60	1) All five key indicators =3 Gr 2) Any four key indicators =2 Gr 3) Any two key indicators =1 Gr 4) No Indicator=0/D
	3. Teaching Diary	Course wise/Sem wise Records for the Academic Year	2x5= 10					
	4. Lesson Plans	Invitation Letter & Attendance	10					
	5. Active Participation in BOS							
Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the courses taught	a) Course wise/Sem wise additional inputs Reports	10	20	B	40	20	1) All three key indicators =3 Gr 2) Any two key indicators =2 Gr 3) Any one key indicator =1 Gr 4) No Indicator=0/D
	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					
Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators =3 Gr 2) Any two key indicators =2 Gr 3) Any one key indicator =1 Gr 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	40	1) All three key indicators =3 Gr 2) Any two key indicators =2 Gr 3) Any one key indicator =1 Gr 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					

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	100	1) All five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicators =1 Grade point 4) Below two=0/D
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	30	1) Any five key indicators =3 Grade points 2) Any three key indicators =2 Grade points 3) Any two key indicators =1 Grade point 4) Below two=0/D
Evaluation Process and Reforms	1. Report on Formative Evaluation (CIE)	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	30	A	90	90	1) All four key indicator Metrics =3 Grade points 2) Metrics 1, 2, 4 =2 Grade points 3) Metrics 1, 2, 3 =1 Grade point 4) Below two=0/D
	2. Assignments-Critical, Innovative, text book and Internet based		10					
	3. Involvement in Summative evaluation		5					
	4. Maintaining Marks Register & Result Analysis register.		5					
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	90	1) All five key indicators =3 Grade points 2) First KI Metric and any three other KI Metrics =2 Grade points/B 3) First KI Metric and any two other KI Metrics =1 Grade point 4) Below two=0/D
III-RESEARCH, INNOVATIONS AND EXTENSION								
Funding obtained for Research (Govt./Non-Governmental)	1. Minor Research Projects	Letter of intimation and award letters (For Current Year only Either	5	20	D	0	0	1) All three key indicators =3 Grade points 2) Any two key indicators =2 Grade points
	2. Major Research Projects		10					

[illegible]

Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1, D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
Student Support	1. Counseling of students as Mentor/ Class teacher a. Student Profile Collection b. Semester wise update 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	100	1)All Four key indicators =3 Grade 2)Any Three key indicators =2 Grade 3)Any Two key indicator =1 Grade 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	A	90	90	1)All three key indicators =3 Grade 2)Any two key indicators =2 Grade 3)Any one key indicator =1 Grade 4)No Indicator=0/D
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
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	120	1)All Four key indicators =3 Grade 2)Any Three key indicators =2 Grade 3)Any Two key indicator =1 Grade 4)Below two=0/D
VII - BEST PRACTICES								
Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1)All Two key indicators =3 Grade 2)Any one key indicator =2 Grade 3)No Indicator=0/D
Total Grade points				500		1070	950	

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic advisors

1)
2)
3)

 (Dr. K. PRASAD)
 (Dr. A. SATYANARAYANA)
 (Dr. K. SRINIVASA RAO)

Zone: II

District: WEST GODAVARI

Name of the College and Address	SHI A S N M GOVT. COLLEGE (A), PALAKOL
Name of the Lecturer	BASHA JYOTHI
Name of the Subject	COMMERCE
Date of Joining in Degree College/Date	01-09-2018

No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
I-CURRICULAR ASPECTS									
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	60	1) All five key indicators 2) Any four key indicators 3) Any two key indicators 4) No Indicator=0;
			Course wise/Sem wise Records for the Academic Year	2x5= 10					
			Invitation Letter & Attendance	10					
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	a) Course wise/Sem wise additional inputs Reports b) Report on Certificate/ Diploma c) Any Online courses like MOOCs	10 2x5=10	20	B	40	40	1) All three key indicators 2) Any two key indicators 3) Any one key indicator 4) No Indicator=0;
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course wise/Sem wise a) Reports of Feedback b) Analysis Reports c) Action taken Report	10	10	A	30	30	1) All three key indicators 2) Any two key indicators 3) Any one key indicator 4) No Indicator=0;
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	60	1) All three key indicators 2) Any two key indicators 3) Any one key indicator 4) No Indicator=0;
		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 Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	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	70	1) All five key indic 2) Any three key in 3) Any two key ind 4) Below two=0/1
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 /TOT ✓ 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	20	1) Any five key ind 2) Any three key in 3) Any two key ind 4) Below two=0/1
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	90	1) All four key indi 2) Metrics 1, 2, 4 = 3) Metrics 1, 2, 3 =1 4) Below two=0/1
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	90	1) All five key indic 2) First KI Metric : points/B 3) First KI Metric : 4) Below two=0/1
III-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental)	1. Minor Research Projects 2. Major Research Projects	Letter of intimation and award letters (For Current Year only Either	5 10	20	D	0		1) All three key ind 2) Any two key ind

[illegible]

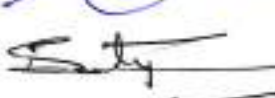
S.No	Key Indicator	List of files/ documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Aspect Scores	Predetermined Weightage (Wi) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3; B=2; C=1; D=0)	Key Indicator Wise Weighted Grade Points (KIWWGP) = KIGP X Wi	KIWWGP as per Academic Advisor's grading	Guidelines
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	150	1)All Four key ind 2)Any Three key ind 3)Any Two key ind 4)Below two=0/C
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	90	1)All three key ind 2)Any two key ind 3)Any one key ind 4)No Indicator=0,
VI- ROLE IN INSTITUTIONAL GOVERNANCE									
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	120	1)All Four key ind 2)Any Three key ind 3)Any Two key ind 4)Below two=0/C
VII - BEST PRACTICES									
17	Best Practices	Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices	Reports in the NAAC format	20	20	A	60	60	1)All Two key ind 2)Any one key ind 3)No Indicator=0,
Total Grade points					300		1070	1000	

Name & Signature of the Principal


PRINCIPAL
Sri A.S.N.M. GOVT. COLLEGE (A)
PALAKOL-534 260, W.G.DIST.

Name & Signatures of the Academic Advisors

1)
2)
3)

 (R. PRATHAP)
 (S.N.S. RAJ)
 (C.K. SRINIVASARAO)
 (Dr A-SATYANARAYAN)