

**Government of Andhra Pradesh  
Commissionerate of Collegiate Education**

**Academic & Administrative Audit (AAA) – 2021-2022**

**FORMAT – I (COLLEGE PROFILE)**

**PART- A**

**1.** Name of the College and Address :Govt. Degree College  
Beside Junior College, College Road, Narasannapeta  
URL of Website: [www.gdcnarasannapeta.ac.in](http://www.gdcnarasannapeta.ac.in)  
E- Mail: [narasannapeta.jkc@gmail.com](mailto:narasannapeta.jkc@gmail.com)  
Phone number 08942- 277007

**2.** Vision & Mission :

**Vision:** "Empower the student fit for changing requirements of the society through quality education"

**Mission:** To Cater to the needs of the students hailing from rural, marginalized and weaker sections of the society to face the changing global scenario.

To equip them with the fast advancing technology and to ensure quality education through value based with holistic teaching.

**3.** Name of the Principal, email, and mobile Number:

Dr.P.Latha, [narasannapeta.jkc@gmail.com](mailto:narasannapeta.jkc@gmail.com), 9490835595

**4.** Name of the Vice-Principal, email, and mobile Number

Smt.M.Shanthi Ham, [narasannapeta.jkc@gmail.com](mailto:narasannapeta.jkc@gmail.com), 9515879885

**5.** Name of the IQAC Coordinator, email, and mobile Number

Smt.M.Shanthi Ham, [narasannapeta.jkc@gmail.com](mailto:narasannapeta.jkc@gmail.com), 9515879885

**6. \*** Name of the Academic Coordinator, email, and mobile Number

Dr.G.Ravi kumar, [narasannapeta.jkc@gmail.com](mailto:narasannapeta.jkc@gmail.com), 9493577863

**7.** Year of Establishment : 1981

**8.** UGC 2(f) and 12 B status (certificates to be verified) : yes

**9.** Autonomous status – Yes/No, If yes, Since NO

**10.** RUSA status : Completed

**11.** College land and Plan details /documents : Attached

**12.** Affiliation status : Permanent / temporary (certificates to be verified) : Temporary

**13.** AISHE Status – Document : Attached

**14. NAAC Status – Paid the Logistics fee(12.10.2023)**

**a)** Previous NAAC Cycle date and Month : 01.05.2015

**b)** Date of Expiry : 30.04.2020

**c)** Previous Grade and CGPA (certificates to be verified) : B Grade

**15. Status of peer team recommendations**

S. No	Recommendations made	Recommendations fulfilled/ To be fulfilled
1.	Government may conduct regular audit	Yes, The Government Conducts Regular Audit
2	Librarian and Physical Education director should be appointed	To be appointed
3	Hostel facilities for boys and girls may be provided	It is a Govt. initiative and it may take longer to be full filled
4	To offer more courses in emerging areas/ professional subjects.	To be full filled
5	Laboratories for science subjects should be provided	Laboratories were established under RUSA for science subjects
6	College may encourage teachers to take up research projects.	Yes
7	Efforts may be made to obtain financial support from UGC/MHRD/DST/DBT and other funding agencies.	To be Full Filled
8	Career guidance an placement cell should be strengthened	To be Full Filled
9	ICT based teaching, learning and research be promoted at advanced level	Full filled
10	Facilities for games and auditorium/open air theatre may be provided	Full filled
11	Approach road to the College should be elevated	To be Full Filled
12	Common dining hall/Canteen may be provided	Full filled

Action taken report to be attached

## 16. Previous Recommendations of Academic Audit of the CCE

No. of suggestions made	No of suggestions implemented
Need to Maintaine Proper Records	Records are being Maintained
Need to Practice Student Centric Methods	All the student Centric methods are being Implemented
Need to Improve ICT/Digital Learning Methods	90 % of the classes are taught using ICT method
Need to Maintained NAAC Based Records	Yes Maintained
Need to Improve ICT Based tools	Improved
Apply MOOCs Content Development	To be Implemented
Need to Enroll MOOCS/NPTL/ARPIT	To be Enrolled
Try to Conduct National Level Sports	Planning to Conduct
Advised to all staff Members Enrolled Ph.D Programme in Various Universities	Being Implemented
Advised to apply DBT/CSIR/UGC/ICSS R Work shops	Planning to Apply
Participate/Present National Seminars/Work Shops	Suggestion being pursued
Need to Maintain Mentor System to all Departments	Being Maintained
Collect feedback from students through online mode and analyze	Being Implemented
Need to apply Research Center to University	Yet to be fulfilled
Need to apply Major and Minor Research Project	Yet to be fulfilled
Need to apply Participate National/International Workshop through Various Departments	Trying to Implement
More Publication Needed	Trying to Implement
Fund Collection from Alumni and Various Organization	Trying to Implement
Advise to linkage Various Schools/Colleges/Departments	Trying to Implement
Conduct IPR Seminars & Internship Seminars	Trying to Implement
Need to Improve ELibrary	Trying to Implement
Improve uses of Library by faculty and Students	Trying to Implement
Maintain annual Maintance Records	Being maintained

Need to Strength in JKC	Trying to Implement
Need to Improve Records	Improved
Encourage to Students to Participate in Paper Presentation	Trying to Implement
Maintained Records	Maintained
Encourage Students Higher Education	Motivating students for Higher studies
Advise to Conduct Job Drives under JKC	Consultations going on through JKC
Encourage Students in Sports	Being implemented
Organize Institutional Level Sports/Cultural activities	Being implemented
Advise to Register Alumni	In the Process of being Registered
Submit OTLP Without deviation	Implemented

Action taken report to be attached

**17.** NIRF Rank (if any) : Nil Year:---

**18.** Green Audit Report by Government Agency: HYM International Certification .Pvt.Ltd  
Year: 2022

**19.** Awards & Achievements for the institution during the current Academic Year with details:Nil

**PART-B**

1. No. of Programmes Offered by the College

Year	2021-22	List of Programmes	2022-23	List of Programmes
Number of Programmes	1.B.A 2.B.Com B.Sc(CBZ) B.Sc(M.P.C) B.Sc(M.P.C's) 2.B.Com(Computers)	1.B.A(H.E.P) 2.B.Com(General) 3.B.Sc(CBZ) 4.B.Sc(M.P.C) 5.B.Sc(M.P.C's) 6.B.Com(Computers)		1.B.A(H.E.P) 2.B.Com(General) 3.B.Sc(CBZ) 4.B.Sc(M.P.C) 5.B.Sc(M.P.C's) 6.B.Com(Computers)

2. No of Value Added Courses introduced (last two years)

Year	2020-21	List of Courses	2021-22	List of Courses
Value Added courses	3	1.Landscape Gardening 2.Tourism Guidance 3.Fundamental Concepts of Physics	3	1.Purification methods and analysis of organic Compounds 2.Three Dimensional

			Analytical Solid Geometry 3.Indian Political Process
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### 3. Details of teaching faculty

No of posts	Sanctioned	Working	Vacancies
Regular	15	04	02
PTL	Nil	Nil	Nil
Contract	5	10	0
Guest	0	05	0
Total	20	19	02

### 4. Qualifications of teaching staff

Teaching Staff	PG	M. Phil	Ph.D	NET/SET
Regular	01		04	
PTL				
Contract	07	01	01	
Guest	05			
Total	12	02	05	

### 5. Details of non- teaching faculty

No of posts	Sanctioned	Working	Vacancies
04	04	02	01
Total			

### 6. Student strength particulars

#### 7. a) During the last two years

Year	2020-21			2021-22		
No. of students	I	II	III	I	II	III
	177	94	89	204	177	94

8. No of students appeared in the final year exams during the last two years

Year	2020-21			2021-22		
Programme wise	A	P	%	A	P	%
B.Sc(MPC)	25	20	80	10	05	50
B.Sc (MPCs)	07	03	43	06	03	50
B.Sc(CBZ)	10	06	60	05	01	20
B.Com	15	12	80	14	06	43
B.A (HEP)	12	10	83.33	14	06	43

9. Teacher – student ratio (Current Year) : 1:21

10. Infrastructure details (Physical and Academic facilities of  
Criterion(IV)

- i. Total no of class rooms : 06
- ii. Total no of laboratories :04
- iii. Total no of digital classrooms :03
- iv. Total no of virtual classrooms :01
- v. Total no of ICT enabled classrooms :00
- vi. Total no of studios :00
- vii. Total no of Computers, Student & Computers Ratio :50
- viii. Total no of printers :02
- ix. Total no of scanners :02
- x. Total no of Xerox facility (at Depts. &Office) :01
- xi. Total no of Wi-Fi routers :01
- xii. Internet Bandwidth :100
- xiii. Seminar halls :01
- xiv. Auditorium : 00
- xv. Details of sports facilities: Yes(Volley Ball, Kabaddi, Kho Kho etc.,)
- xvi. Gymnasium (No of stations) :01
- xvii. Rooms for administration :01
- xviii. Water – RO facility : No
- xix. Toilets for staff (Men/Women/Differently abled) : 02
- xx. Toilets for students (Men/Women/Differently abled) :04
- xxi. Divyanggan friendly facilities (Ramps/Lifts/Softwares) : 01
- xxii. No of fire extinguishers in the labs and corridors :NO
- xxiii. Solar energy details – LEDs , Green Audit Status : Solar Panels Installed
- xxiv. Examination Cell :01
- xxv. Library
  - No. of Books & Journals : 4000

- Status of Automation : No Automation
  - E-journals : Yes
  - N list subscription : Nil
  - Internet
  - Foot Fall
  - E-footfall
  - Xerox Facility (at Library)
- xxvi. Women's waiting hall:Yes
- xxvii. Grievance Reddressal Cell :Yes
- xxviii. Health Centre : Yes
- xxix. ELL : Yes
- xxx. JKC Lab : Yes
- xxxi. Computer Labs : Yes
- xxxii. Canteen Facility : Yes

# 11. Research :

## ❖ No of collaborations / Functional MoUs

Year	2020-21	2021-22
Number of collaborations / MoUs	01	02
No. of Follow up Activities	01	01

## ❖ No of publications in UGC – CARE listed journals

Year	2020-21	2021-22
Number of Publications	02	05

## ❖ No of start-ups

Year	2020-21	2021-22
Number of start-ups	Nil	Nil

## ❖ No of Research Guides

Year	2020-21	2021-22
Number of Research Guides	Nil	Nil

## ❖ No of Research Scholars

Year	2020-21	2021-22
Number of Research Scholars	Nil	Nil

## ❖ No of Major/ Minor Research Projects

Year	2020-21	2021-22
Number of Major RPs	Nil	Nil
Number of Minor RPs	Nil	Nil



❖ Incubation Centre with Research Facility : No

❖ Consultancy offered:

Area	Organization (MoU)	Revenue Generated
Narasannapeta	Datapro (2020-21)	Nil
Narasannapeta	Govt.Area Hospital(2021-22)	Nil
Paravithipuram	Rainbow Digitals	Nil

12. Policies prepared and implemented (Give Details)

13. No. of Committees appointed (Provide links of meeting minutes & reports)

<https://www.gdcnarasannapeta.ac.in/pages.php?type=iqac&id=iqac-meetings>

14. Extension activities (Current year )

a) No. of Extension activities in the Neighborhood for social and holistic development : Yes

b) No of Extension activities conducted through NSS/NCC/ RED CROSS/YRC : Yes

c) No of Extension activities in collaboration with government agencies :

d) No of Extension activities in collaboration with Non-Governmental Organizations :

15. Feedback, Student Satisfaction Survey mechanism adopted :  
(Provide Link)

<https://www.gdcnarasannapeta.ac.in/userfiles/Feed%20back%20forms%202021-2022.pdf>

16. Alumni Association – involvement and activities :

No. of meetings conducted :

17. Awards and achievements-current year (to be verified - )

❖ Students :Nil

❖ Staff :Nil

18. Total no of scholarships and free ships (Current Year) 333

Total Amount in Rs:- 763608

19. Total no of capacity building and skill development activities conducted by the college (Current Year)

Teaching	Nil
Non –Teaching	Nil

20. Trainings conducted by JKC for competitive exams during the last two years

Training:

Year	2020-21	2021-22
Number of students registered	0	0
Number of students trained	0	0
a. from your GDC	0	0
b. from other colleges	0	0

Placements:

Year	2020-21	2021-22
No. of companies visited the campus	0	0
Number of students Placed	0	0
a. from your GDC	0	0
b. from other colleges	0	0

CSP:

Year	2020-21	2021-22
Number of students Participated in CSP		
a) B.A	24	23
b) B.Com	24	33
c) B.Sc	61	73

Internship:

Year	2020-21	2021-22
Number of students completed Internship		
d) B.A	0	23
e) B.Com	0	24
f) B.Sc	0	59

Type of Internships

Year	2020-21	2021-22
Total No of Physical Internships	0	106
Total No of Online Internships	0	0
Total No of paid Internships	0	0

## 21. Student Support and Progression

### A. Students Progression to Higher Education (Programme wise)

Year	2020-21	2021-22
Number of students		
a) B.A	1	1
b) B.Com	1	1
c) B.Sc	2	2

### B. Employment (Programme wise)

Year	2020-21	2021-22
Number of students	3	3
a) B.A	1	0
b ) B.Com	0	1
C) B.Sc	2	2

### C. Entrepreneurship (Programme wise)

Year	2020-21	2021-22
Number of students		
a) B.A	0	0
b) B.Com	0	0
c) B.Sc	0	0

#### 22. Grants/funds received from (in Lakhs/Rs.)

- A. Government : Nil
- B. Non-governmental bodies : Nil
- C. Individuals/ Philanthropists : Nil
- D. CSR : Nil
- E. Budget allocated for Infrastructure : Nil
- F. Expenditure for Books & Journals: Nil
- Budget Sanctioned Rs. \_\_\_\_\_; Utilized Rs. \_\_\_\_\_

#### 23. Governance and Leadership

- ❖ Institutional Development Plan (Next two years)
- ❖ Institutional distinctiveness in specified area

The Goal and motto of the Institution is to cater to the needs of the present generation in both academic and administration. The government and the Commissioner of Collegiate Education play a major role to achieve the Goal and motto of the college. The UGC, RUSA 1.0 and alumni of the college have helped the college financially to achieve its present status. The academic activities are carried about by using ICT tools and administration is carried by the E-Governance.

#### Achievements:

1. The Institution has ICT equipment in virtual classrooms, Digital Class rooms, Seminar hall and Mana TV for the Teaching – Learning process.
2. The mentors are assigned with a group of mentees and they create what Sapp group for Communicative different academic and administrative circulars. The class mentor communicates the assigned work to each class.
3. The Google class room is created by every faculty and the Timetable, syllabus copies, circulars, Schedule of internal/external examinations, special events etc., are communicated. The academic activities like assignments, quiz, study material etc., are also taken up in this Google class room.
4. OAMDC (Online Admission Module for Degree Courses) is the online process

for Student admissions. Admission committee is nominated to carry over the admission status with the administrative staff as to provide assistance to the students regarding the registration in the portal and uploading their options.

5. The OTLP App committee registered the teaching faculty, upload the time table and mapping is done to the classes with the faculty. This app enables the faculty to upload the classes after their class work is done along with photography. The Leaves and ODs of the faculty are also recorded in the OTLP app.

6. Face Recognition Attendance Management System (FRS) has been introduced for both staff and students from the academic year 2022 – 2023.

7. In the jnanabhumi portal Registration of Candidates for Scholarships, University Examinations, Internal Marks, External Marks, Student attendance are done through this online portals.

8. The CCE has introduced F-Map an online process of fee collection.

9. According to NEP 2020 internship is mandatory for all the students at different stages for this the CCE has introduced an app called I-map to monitor the students registered, assigned work at the internship and their attendance.

10. AP CEJP is another app in which all the final year students are registered and their resumes are uploaded. This app helps different industries and organizations to get the resumes and to provide job opportunity to every student after completion of their course.

11. In the administration process any communication with the higher authorities is carried out through the e-office.

12. Feedback also collected from stake holders through online Goggle Sheets.

13. E-CEGRAM is Separate App, which has been generated by the CCE to upload the grievances of both student and staff in the online process

#### 24. Contribution of IQAC

- ❖ Incremental changes during the last two years

#### 25. Best Practices of Institution

1. Feel the warmth of a senior community
- 2 Care for the tree of life

#### 26. Evaluative Reports of the Departments (Provide Links)

<https://www.gdcnarasannapeta.ac.in/pages.php?type=feedback&id=feedback>

#### 27. For Autonomous Colleges

**A. Academic Council**

- Last Academic Council meeting date
- Major decisions for enriching curriculum/Academics

**B. Controller of Examinations**

- Examination reforms proposed and implemented
- CIA
- Mechanism for addressing grievances
- Mechanism for transparency in setting up of Question papers
- Mechanism for appointing examiners
- Mechanism adopted to ensure the security of information
- CoE expenditure report with details

**C. Board of Studies**

- Mechanisms for updating curriculum
- Justification Reports for Curricular revamp

**D. Governing Body**

- Last G.B meeting date
- Major resolutions for administration

28. College Handbook (to be uploaded on the college website):Yes

29. College Magazine (to be uploaded on the college website) :

30. Monthly News Letters(to be uploaded on the college website) : Yes

31. Departmental meeting Minutes Registers (to be verified) : Yes

32. Reports of various committees (to be verified) : Yes

33. CPDC/Finance Committee Meeting Minutes Registers (to be verified) :yes

34. Implementation status of Biometric Attendance and TLP Reports (to be verified) : Yes