

Commissionerate of Collegiate Education, A.P
Academic Audit of Degree Colleges
Format for Action Taken Report (ATR)

Names of the Academic Advisors : **1. Dr.K.Ankamma Rao, Lecturer in Physics, V.S.R.& N.V.R.College, Tenali, 2. Sri G.Surya Narayana Reddy, Lecturer in Mathematics, GDC (M) (A) Kadapa**

Date of Visit : **01-04-2016**

I-COLLEGE PROFILE				
1	Name of the College, Website, email and Ph.No.	SSBN Degree College, website:ssbnc.in, E-mail: prinssbn@gmail.com		
2	Name of the Principal, email & Mob.No	Dr.P.P.V.D.Naga Trisula Pani, Cell: 9440006439		
3	Name of the Vice-Principal, email & Mob. No.			
4	Name of the IQAC Coordinator, email & Mob. No.	Dr.B.Sivaramakrishna, bsrkssbnbotany@gmail.com & Cell: 9493193488		
5	Year of Establishment & own land if any	1981,G.O.M.S.No.1016, dated 07-09-1981, Own Land		
6	Affiliating University	Sri Krishnadevaraya University, Anantapur		
7	NAAC Grade with Cycle, Accredited Year & CGPA (if not Accredited Status of Preparations)	Re-Accreditted with 'A' grade by NAAC 2013		
8	UGC Recognition (2F & 12 B)	Having Recognition 2 F and 12 B		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	8.30 AM to 1.45 PM		
10	No. of Posts Sanctioned: 47 Working : 28	Contract Working: 49	Guest Working: 06	
11	Course wise & Year wise Students strength particulars (Proforma enclosed & to be submitted along with AAR)	Statement Enclosed		
II-CURRICULAR ASPECTS				
	Item	Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation		
		Grade	Recommendation/Suggestions by Academic Advisors	Action taken by the Principal
12	Implementation of Annual Institutional Plan	A	Good	
13	Departmental Annual Curricular Plans	A	Good	
14	College Activity Register 2015-16	A	Good	
15	Departmental Activity Registers (Dept. Wise)	A	Good	
16	Add-on Courses (Department-wise) completed during 2014-15	A	Good	

		Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	
17	Add-on Courses (Department-wise) in 2015-16	A	Good
18	Coverage of Syllabus (Average Percentage)	A	Good
19	Teaching of HVPE & Foundation Courses	A	Good
20	No. of New UG & PG Courses introduced this year:	A	
21	Maintenance of Student Attendance Registers	A	Good
22	Feedback forms on Curriculum from students	A	Good
III-TEACHING, LEARNING & EVALUATION			
23	Teaching Diaries & Plans in the Prescribed Formats	A	Good
24	Co-Curricular Activities (College Level)	A	Good
25	Academic Competitions (College & Above level)	A	Good
26	Conduct of Internal Examinations-Unit, Half-Yearly and Prefinal	A	Good
27	Subject wise result analysis	A	Good
28	Teacher wise result analysis	A	Good
29	Remedial Classes	A	Good
30	Record of Evaluation of Teachers by Students (Monthly from July 2015)	A	Good
IV-RESEARCH AND CONSULTANCY			
31	Is the College a Recognized Research Centre	A	Good
32	No. of Research Guides in the College	A	Good
33	No. of Research Scholars working for M.Phil & Ph. D	A	Good
34	Major/Minor/Other Research Projects	A	Good
35	Research Papers Published in 2014-15 (International /National)	A	Good
36	Papers Presented in 2014-15 (International /National/ State)	A	Good
37	Books Published in 2014-15 (Single Author/ Co Author)	A	Good
38	Seminars/Workshops/ Training Programme Conducted in 2014-15 (International /National/ State)	A	Good
39	Record of Consultancy in 2014-15	A	Good
40	Record of MOUs in 2014-15	A	Good

		Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	
VI-EXTENSION ACTIVITIES			
41	Record of Subject/Department Related Extension Activities	A	Good
42	Name of the NSS PO & Mobile No.	A	
43	NSS Attendance register	A	Good
44	NSS activity register	A	Good
45	Name of the NCC ANO & Mobile No.	A	
46	NCC Attendance register	A	Good
47	NCC activity register	A	Good
48	Name of the Red Ribbon Club Coordinator & Mobile No.	A	
49	Red Ribbon Club Activities	A	Good
50	Name of the Women Empowerment Cell Coordinator & Mobile No.	A	
51	WEC Activities	A	Good
52	Name of the Eco-Club Coordinator & Mobile No.	A	
53	Eco- Club Activities	A	Good
54	Name of the Consumer Club Coordinator & Mobile No.	A	
55	Consumer Club Activities	A	Good
56	Any other Club	A	Good
IV-LEARNING RESOURCE			
57	Name of the Librarian & Mob.No	A	
58	Access timings of the Library	A	
59	Circulation of Books among Students	A	
60	Availability of Previous years Question papers	A	
61	Record of Visitors	A	
62	Status of Library Automation	A	Good
63	e- Resources & e-Journals	A	Good
64	Name of Mana TV Coordinator & Mob.No		Take necessary steps to start MANA TV in consultation with the CCE, A.P.
65	Usage of Internet by students in the Library	A	Good
			Resolved to start MANA TV in consultaion with CCE

		Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C (poor) after observation	
66	Status of MANA TV functioning		
67	Whether MANA TV schedule is circulated to the students		
68	Maintenance of MANA TV Viewers' Register		
VII-Student Support Activities			
69	Name of Physical Director & Mob.No		
70	Record of Physical Education Department	A	Good
71	Records of events conducted and significant achievements in Sports & Games	A	Good
72	Record of cultural programmes conducted	A	Good
73	Record of any other extra-curricular activities conducted	A	Good
74	Maintenance of JKC facilities & records	A	Good
75	Record of Students trained in different verticals	A	Good
76	Record of Student trained and placed in JKC	A	Good
77	Name of Career Guidance Coordinator and Mob.No	A	
78	Record of activities Career Guidance and placement cell	A	Good
79	Name of DRC Coordinator & Mob. No.		
80	Implementation of DRC Action Plan		
81	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/ submission of AQAR to NAAC etc)	A	Good
82	Record of Support by Alumni Association	A	Good
83	Record of Grievance Redressal Cell / Anti Ragging Cell	A	Good
84	Mentoring / Counseling System	A	Good
VIII-Basic Amenities			
85	Maintenance of drinking water	A	Good
86	Maintenance of Sanitation	A	Good
87	Rest room for women students	A	Good
88	Greenery & Cleanliness	A	Good
89	Health Care Facility	A	Good
90	Canteen	A	Good

Impression of Academic Advisor with grade A(Good)/B(Satisfactory)/C
(poor) after observation

IX-GOVERNANCE AND LEADERSHIP

91	Staff Council Register	A	Good	
92	Functioning of Committees in Administration (Minutes of Meetings)	A	Good	
93	Awards/Achievements	A	Good	
94	Faculty development initiatives if any	A	Good	
X - IT INITIATIVES				
95	e-class rooms (Number & Usage)	A	Good	
96	Internet Centre	A	Good	
97	Computer labs (No. of labs & working systems)	A	Good	
XI-Best Practices				
98	Record of best/innovative practices by the institution	A	Good	
99	College Activity Register 2014-15 & Hard Copy of AQAR 2014-15 (should be available with the Principal)	A	Good	
100	Over All Impression on the College	A		

Signature of the Principal