

**Commissionerate of Collegiate Education,
Telangana
Academic Audit of GDCs
Format – I(Institutional Data)**

Name of the College and Address :

Year of Establishment:

Name of the Principal :

Academic Year : 2020-2021

NAAC Grade With CGPA : AISHE Code:

Basic Information

S.No	Details	Status	Remarks
1	Vision and Mission of the College		Please provide the web-link.
2	Whether College Website is being updated regularly or not?	Yes/No	Please provide the website link.
3	Mention the NAAC Cycle and Due Date of Next NAAC Reaccreditation		Please provide the NAAC Certificate web-link.
4	Implementation of e-Governance (CAIMS, e-Office, Online Student Fee Payment, etc.,)		Yes/No
5	Total Strength of the College <ul style="list-style-type: none"> • 2018-19 • 2019-20 • 2020-21 		

Basic Facilities

S.No	Details	Status	Remarks
6	Drinking Water facility (Please mention if college has RO Plant with its capacity)	Yes/No	
7	Maintenance of Sanitation	Yes/No	
8	Restrooms for Women Students	Yes/No	

Quality Initiatives

S.No	Activity	Status	Remarks
9	Participation in NIRF Ranking	Yes/No	If Yes, please provide the Participation web-link.
10	Whether the Institution is Certified with	-	Please provide the certificate web-link.

	ISO? If yes, Mention the latest renewal date of ISO Certification.							
11	Status of the Green Audit	Yes/No	If Yes, please provide the certificate web-link.					
12	Details of the activities conducted under Entrepreneur Development Cell	Please provide the activities web-link.						
Details of Student Strength (Programme wise and Year wise (I,II,III) Strength Particulars)								
S.No	Programme	Strength Particulars						
13	B.A.	I year	II year	III year	Total			
14	B.Com./BBA	I year	II year	III year	Total			
15	B.Sc. (Life Sciences)	I year	II year	III year	Total			
16	B.Sc.(Physical Sciences)	I year	II year	III year	Total			
Details of Result Analysis (Programme wise and Year wise (I, II, III) Result Analysis)								
S.No	Programme	Particulars						
17	B.A.		Sem-I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI
		Appeared						
		Pass						
		Pass%						
18	B.Com. /BBA		Sem-I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI
		Appeared						
		Pass						
		Pass%						
19	B.Sc.(Life Sciences)		Sem-I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI
		Appeared						

		Pass						
		Pass%						
20	B.Sc. (Physical Sciences)		Sem-I	Sem-II	Sem-III	Sem-IV	Sem-V	Sem-VI
		Appeared						
		Pass						
		Pass %						

Initiatives of the College

S.No	Activity	Status	Remarks
21	Whether the College has Prepared Institutional Action Plan / Academic Calendar	Yes/No	If Yes, please provide the web-link.
22	Details of College-level Committees with the Representation of Staff & Students (including Statutory Committees)		Please provide the Committees web-link.
23	Details of Activities conducted under various Clubs/College-level Committees		Please provide the club/Committees activities through web-link.
24	Whether the College has facilities for <i>Divyangjan</i> Students and Staff	Yes/No	If Yes, please provide the facilities list in Pdf.
25	No. of Certificate Courses offered (Overall) during the Academic Year		Please provide the details of Certificate Courses through web-link.
26	Average No. of Students enrolled in Certificate Courses		
27	Details of the Activities conducted under NSS Unit(s)		Please provide the Activities through web-link.
28	Does the College have NCC unit? If Yes, mention the activities of NCC.	Yes/No	If Yes, please provide the activities of NCC through web-link.
29	Details of Extension & Outreach Programmes, in Collaboration with Industry/ Community/NGO's through NSS/NCC/ Red Cross/YRC, etc. (Outside the College Premises only)		Please provide the activities/Programmes conducted through web-link.
30	Did the College receive any Award(s) under Extension & Outreach Programmes?	Yes/No	If Yes, please provide the web-link.
31	Details of Functional MoU's and		Please provide the Activities

	Activities initiated under MoU's. (CCE & Institutional MoU's)	initiated through web-link.	
32	Details of the Financial Resource mobilized from various sources/ Agencies (including NGOs/CSR/CPDC)	Please upload the details in PDF.	
33	Details of Alumni Association <ul style="list-style-type: none"> • Whether Alumni Association Registered? • Meetings of Alumni Association • Alumni Association Contribution (financial and non-financial) 	Yes/No Yes/No Yes/No	Please upload the details of Registered Association in PDF Please upload the details minutes of meeting in PDF. Please upload the details Contributions in PDF.
34	Details of Gender Equity Promotion Initiatives/WEC activities	Please provide the Activities conducted through web-link.	
35	Mention the facilities available for the Management of Degradable and Non-degradable Waste <ul style="list-style-type: none"> • Solid Waste Management • Liquid Waste Management • e-Waste Management 	Please provide the details through web-link.	
36	Details of Water Conservation facilities available in the Institution <ul style="list-style-type: none"> • Rain Water Harvesting • Maintenance of Water Bodies and Distribution System in the Campus • Waste water Recycling system 	Please provide the details through web-links.	
37	Green campus initiatives include: <ul style="list-style-type: none"> • QR Coding of Plants/Species • Recycling of Single-use Plastic • Landscaping of trees and plants 	Please provide the details through web-links.	
38	Details of Institutional Best Practices (Any Two) (as per NAAC format)	Please provide the details of Best Practices through web-link.	
Physical Facilities			
S.No.	Details	Remarks	

39	Total Land Area & Built-up Area <ul style="list-style-type: none"> No. of Classrooms No. of ICT-enabled Classrooms No. of Labs (Computer/Science/Language), No. of Seminar Hall(s)/Auditorium No. of Virtual Classrooms 	Please upload the list in PDF.	
40	No. of Computers available in the College <ul style="list-style-type: none"> For Administrative Purpose For Students 	Please upload the list in PDF.	
41	Mention the Student : Computer ratio	Please upload the list in PDF.	
42	Details of Internet Facility (No. of Connections and Bandwidth)	Please upload the list Connections and Bandwidth in PDF.	
43	Details of Library Automation & e-Resources	Please provide the College Library facilities through web-link.	
44	No. of Books/magazines/No. of e-Journals available		Please provide the details through web-link.
45	No. of Books (Texts/References) purchased during the Academic Year (along with the details of expenditure on them)		Please upload the purchase list (if any) in PDF.
46	Availability of Physical Education facilities (Gymnasium, Yoga Centre)	Yes/No	If Yes, please provide the facilities in PDF.
Student Support Activities			
S.No.	Activities to be undertaken	Remarks	
47	Details of Mentor-Mentee system	Please provide the details in PDF.	
48	Percentage of Students Benefited by Scholarships (Category wise).	Please provide the details in PDF.	
49	Details of activities under TSKC/ Career Guidance & Placements Cell.	Please provide the details of activities through web-link/PDF.	
50	Details of Students Placements (At least two Job drives should be conducted for every year)	Please provide the details of placements through web-link.	
51	Details of Student Progression to Higher/Professional Education (Department Wise)	Please upload the Student progression list in PDF.	
52	Details of Redressal of Student's Grievance	Please provide the details in PDF.	
53	Details of Cultural Activities conducted	Please provide the details of activities in PDF.	
54	No. of Students participated in Sports/Games.	Please provide the details of student list in PDF.	
55	No. of Awards/Medals won by students in sports/Games/Cultural Activities.	If Yes, Please provide the details of student list in PDF.	

56	Details of Working Staff (Teaching & Non-teaching)	Please provide the Staff list in PDF.
57	No. of Training Programmes/ Professional Development/Capacity building Programmes Organized by the Institution for Teaching and Non-teaching Staff.	Please provide the web-link.
58	Details of faculty with Ph.D.'s & Research Guide ship	Please provide the details in PDF.
59	Details of Visiting Faculty (If any)	Please provide the details in PDF.
60	Details of Internal Complaint Cell, Anti -Ragging Cell etc.	Please provide the details in PDF.
Internal Quality Assurance Cell (IQAC):		
S.No.	Activities to be undertaken	Remarks
61	Details of IQAC Initiatives:	Please provide the details through web-links.
	• IQAC Action Plan	
	• IQAC Meetings & Minutes	
	• IQAC Significant Initiatives	
	• Whether AQAR's submitting regularly or not?	
• Details of Online Feedback Collection, Analysis & ATR (Students/Teachers/Employer/ Alumni/Parents)		
62	Mention the Significant Achievements of the College (In Brief)	Please provide the web-link.
Institution Future Plan of Action		

Signature of the Principal

***Note:**

All the relevant documents shall be uploaded in the College Website from time to time and provide the Web-links in the given format.

Commissionerate of Collegiate Education, Telangana
Academic Audit of GDCs
Format-II (Department Proforma)

Name of the College & Address :

Name of the Department :

Name of the Incharge :

No.of Faculty Members in the Department:

Academic Year : **2020-2021**

S.No	Activities to be Undertaken	Remarks
1.	Department Action Plan	Please upload the Action Plan in PDF.
2.	Details of Certificate Courses offered (At least one Certificate Course shall be conducted for every department per year). (with the details of Syllabus/ Duration of course /Faculty involved/ % of Students participated /Proof of Certificate)	Please provide the details of Certificate Courses through web-link.
3.	Details of Student Study Projects (At least one project shall be supervised by every faculty per year)	Please upload the Project details in PDF.
4.	Details of Field work/ Field Survey (At least one per year)	Please upload the details in PDF/ through Web-link.
5.	Result Analysis (Details of Pass % of University Marks, & Internal Marks)	Please provide the details of Result Analysis through web-link.
6.	Details of Conferences/ Seminars/ Workshops organized at State/ National/International level. (At least one Programme for every Department per year)	Please provide the details through web-link.
7.	Details of Functional MoU's and activities initiated under MoU's. (Department Wise)	Please provide the details of activities initiated under MoU's through web-link.
8.	Details of Collaborations (Faculty	Yes/No If Yes, please upload the details in

	Exchange/Student Exchange/On-the-Job Training / Research, etc.)		PDF.
9.	Details of activities conducted for students for Future employment/ Competitive Examinations&Higher Education (P.G., B.Ed. Entrance examinations, etc.)	Please upload the details in PDF.	
10.	Does the Department have library. If Yes, Mention the details of <ul style="list-style-type: none"> • No.of Text Books • No.of Reference Books 	Please provide the details in PDF.	
11.	Details of Outreach Programmes conducted (outside the college premises in collaboration with Industry, Community, NGO's, etc.)	Please provide the details of activities through web-link.	
12.	Department Innovative/ Best Practices.	Please provide the web-link.	
13.	Details of the Significant Achievements of the Department	Please provide the web-link	

Signature of the Incharge

Signature of the Principal

***Note:**

All the relevant documents shall be uploaded in the College Website from time to time and provide the Web-links in the given format.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format-III (Faculty Proforma)

Name of the College & Address :

Name of the Faculty with Designation :

Subject :

Academic Year : 2020-2021

Date of Joining in the Present College :

Date of Retirement :

S.No	Activities to be Undertaken	Remarks
1.	Mention the titles of the papers/subjects dealt by the Faculty	
2.	Workload of the Faculty(per week)	
3.	Coverage of Syllabus	
4.	Whether Online Teaching Diary is updated from Time to Time?	Yes/No
5.	Whether Student Attendance Register is maintained/updated?	Yes/No
6.	Details of Student Study Projects (At least one project shall be supervised by every faculty per year)	Please upload the projects in PDF.
7.	Details of Student Centric Methods of Teaching (Experiential Learning/Participative/Problem Solving Methodologies)- example: <ul style="list-style-type: none">• Student Seminars• Student Assignments• Student Quizzes• Student Field Trips• Poster Presentations / Talks/ Science Fairs• Debates /Group Discussions• Student as Teacher• Student Organising Programme• Brain storming sessions	Please upload the details of activities in PDF.
8.	Details of Remedial Teaching/Classes	Please upload the details of Remedial Teaching in PDF.

9.	Details of Digital Teaching Methods adopted	Please upload the details in PDF.
10.	Details of Mentor-Mentee counselling	Please upload the details in PDF.
11.	Paper wise Result Analysis	Please upload the details in PDF.
12.	Whether faculty involved in BoS and Academic Council (of Universities/ Autonomous / other Colleges), Question Paper Setting and Paper Evaluation?	If any, Please upload the details in PDF.
13.	Faculty Awards/ Honours/ Recognitions/ Fellowships (If any)	If any, Please upload the details in PDF.
14.	Details of Faculty as Resource Persons in Seminars/ Conferences/ Workshops & in any other Academic Activities	If involved in any activities, Please upload the details in PDF.
15.	Details of Research Projects undertaken by Faculty	If any projects undertaken, Please upload the details in PDF.
16.	Details of Research Publications in UGC notified/Scopus indexed Journals.	If Published, Please upload the details in PDF.
17.	Details of Book Publications/ Chapters in Edited Volumes/Books	If published, Please upload the details in PDF.
18.	Details of Paper Presentations in National and International Conferences /Seminars.	If presented, Please upload the details in PDF.
19.	Details of Seminars/Conferences/ Workshops organized by Faculty.	If organized, Please upload the details in PDF.
20.	Details of Faculty participated in RC's, OC's, FDP's, Short Term Courses ,Workshops & Other Training Programs	Please upload the details in PDF.
21.	Details of Extension or Guest Lectures arranged or delivered	Please upload the details in PDF.
22.	Details of Outreach Programmes conducted (outside the college premises in collaboration with Industry, Community, NGO's, etc.)	If Conducted, Please upload the details in PDF.
23.	Details of Additional Responsibilities taken up by the Faculty in College	Please upload the details in PDF.

Signature of the Lecturer

Signature of the Principal