

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

**Academic & Administrative Audit of Degree Colleges (2025-26)**

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

Zone: **II**

District: **ELURU**

Name of the College: **GOVERNMENT DEGREE COLLEGE, CHINTALAPUDI, ELURU DIST**

Name of the Lecturer: **G. SURESH**

Name of the Subject: **Computer Science**

Date of Joining in the Degree College

Date of Retirement:

CFMS No: **1009506689**

| 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  |
|-----------------------------|--|---|---|-------------------|--|--|---|--|---|
| <b>I-CURRICULAR ASPECTS</b> |  |   |   |                   |  |  |   |  |   |
| 1                           | Curricular Planing and Implementation (for Autonomous Colleges - Efforts for Curriculum Desing and Development to be considered) | Preperation and Implementaion of 1. Annual Academic Curriculum Plan 2.Course Objectives & Outcomes          | Course wise/Sem wise Records for the Academic Year  | 2x5= 10           | 30   | A  | 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   | Course wise/Sem wise Records for the Academic Year  | 2x5= 10           |  |  |   |  |   |
|                             |  | 4. Lesson Plans   | Invitaion Letter & Attendance   | 10                |  |  |   |  |   |
| 2                           | Curriculum Flexibility/ Enrichment   | 1. Additional inputs related to Curriculum of the courses taught  | a)Course wise/Sem wise additional inputs Reports  | 10                | 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   |
|                             |  | 2. Value added courses offered & completed<br>a)Certificate<br>b)Diploma<br>c)Any Online courses like MOOCs | b)Report on Certificate/ Diploma<br>c)Any Online courses like MOOCs                       | 2x5=10            |  |  |   |  |   |
| 3                           | Feedback system  | Feedback on Curriculum by Students<br>a) Collected<br>b) Analyzed<br>c) Action taken                        | Course wise/Sem wise a)Reports of Feedback<br>b)Analysis Reports<br>c)Action taken Report | 10                | 10   | B  | 20  |  | 1)All three key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C 4)No Indicator=0/D   |

## II-TEACHING, LEARNING & EVALUATION

|   |                               |   |   |        |    |   |     |   |
|---|-------------------------------|---|---|--------|----|---|-----|---|
| 4 | Catering to Student Diversity | 1. Report on grouping of students into Slow, Moderate and Advanced learners<br>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)<br>2.Course wise/Sem wise Activities designed for Slow, Moderate and Advanced learners | 10     | 20 | A | 60  | 1)All three key indicators =3 Grade points/A 2)Any two key indicators =2 Grade points/B 3)Any one key indicator =1 Grade point/C 4)No Indicator=0/D |
|   |                               | 1. Report on Course wise Bridge Courses conducted<br>2. Report on Course wise Remedial coaching conducted   | 1.Course wise/Sem wise Reports on Bridge Courses conducted ✓<br>2.Course wise/Sem wise Report on Remedial coaching conducted  | 2x5=10 |    | B | 20  |   |
| 5 | Teaching-Learning Process     | 1. Report on student centered methods implemented (Course wise)<br>2.Report on implementation of ICT in teaching and learning (Course wise) ✓<br>or<br>Report on implementation of Computer/Internet assisted learning (Course wise) ✓<br>3. Report on the Use of LMS tools (Course wise)<br>4. Contribution for the development of LMS in the concerned subject<br>5. Report on innovative pedagogical Tools used    | Course wise/ Sem wise Reports   | 50     | 50 | B | 100 | 1)All five key indicators =3 Grade points/A 2)Any three key indicators =2 Grade points/B 3)Any two key indicator =1 Grade point/C 4) Below two=0/D  |
| 6 | Teacher Profile and Quality   | 1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized<br>2. Report on Participation in ✓<br>Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks<br>3. Awards and recognition<br>4. Participation in Short term/ Orientation /Refresher courses/FDPs ✓<br>5. E- Content Development /MOOCs (Massive Open Online Courses)<br>6. Additional Qualifications acquired during the last two years | Reports and Certificates  | 30     | 30 | B | 60  | 1)Any five key indicators =3 Grade points/A 2)Any three key indicators =2 Grade points/B 3)Any two key indicator =1 Grade point/C 4) Below two=0/D  |

|  |   |   |   |                     |    |   |    |  |
|--|---|---|---|---------------------|----|---|----|--|
| 7  | Evaluation Process and Reforms                                | 1. Report on Formative Evaluation (CIE)   | Department wise reports regarding<br>1. Mid exams, Seminar Reports, Assignment books, Projects and any other tools of Internal Assessment<br>2. Departmental Internal Marks Register for CIA<br>verified by the Principal | 10                  | 30 | A | 90 | 1)All four key indicator Metrics =3 Grade points/A<br>2) Metrics 1, 2, 4 =2 Grade points/B<br>3)Metrics 1, 2,3 =1 Grade point/C<br>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<br>2. Report on Student seminars/ Student demonstrations (Course wise)<br>3. Report on activities like Quiz/ Group discussion/ Poster presentaion (Course wise)<br>4. Report on Field trips (Course wise)<br>5. Report on Student Study projects (Course wise)                  | Course wise Reports   | 5x6=30              | 30 | A | 90 | 1)All five key indicators =3 Grade points/A<br>2)First KI Metric and any three other =2 Grade points/B<br>3)First KI Metric and any two other =1 Grade point/C<br>4) Below two=0/D |
| <b>III-RESEARCH, INNOVATIONS AND EXTENSION</b> |   |   |   |                     |    |   |    |  |
| 9  | Funding obtained for Research (Govt./Non-Governmental Bodies) | 1. Minor Research Projects  | Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed )   | 5                   | 20 | D | 0  | 1)All three key indicators =3 Grade points/A<br>2)Any two key indicators =2 Grade points/B<br>3)Any one key indicator =1 Grade point/C<br>4)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<br>2. Books published as single author<br>3. Books published as Co-Author<br>4. Papers/Chapters published as Co-Author(Note: A maximum of 3 publications in Scopus/Web of Science/ICI or UGC -CARE Listed journals/Any book with ISBN shall be considered) |   | 10<br>15<br>10<br>5 | 60 | D | 0  | 1)Any three key indicators =3 Grade points/A<br>2)Any two key indicators =2 Grade points/B<br>3)Any one key indicator =1 Grade point/C<br>4) No Indicator=0/D                      |
|  |   | 5.Research Guideship<br>6.Awards in recognition of research work  |   | 10<br>10            |    |   |    |  |

|  |  |  |   |                      |    |   |     |   |
|--|--|--|---|----------------------|----|---|-----|---|
| 11   | Extension Activities   | Academic Extension activities through DRC/<br>Faculty Outreach<br>(Curriculum/ Skill/Domain related)   | Reports in the NAAC format  | 10                   | 20 | C | 10  | 1)All three key indicators =3<br>Grade points/A 2)Any two key<br>indicators =2 Grade points/B<br>3)Any one key indicator =1<br>Grade point/C 4)No<br>Indicator=0/D            |
|  |  | Involvement in activities related to community<br>service<br>a. Sensitising the students about the value of<br>Community Service<br>b.Organising the activity<br>(A maximum of 5 Programmes resulting in<br>Community Service like ODF/Swachh Bharat/UBA<br>etc)   | Reports in the NAAC format  | 5+5                  |    | C | 10  |   |
| 12   | Functional MoUs<br>/Collaborations with<br>Govt and Non<br>Governmental<br>Organisations | 1.Collaboration with University/<br>Industry/NGO/ Any other Agency<br>2. Consultancy offered<br>3. Amount generated through Consultancy.   | MoUs - 5 points Consultancy<br>offered -10 Amount generated through<br>Consultancy - 5 points | 20                   | 20 |   |     | 1)All three key indicators =3<br>Grade points/A 2)Any two key<br>indicators =2 Grade points/B<br>3)Any one key indicator =1<br>Grade point/C 4)No<br>Indicator=0/D            |
| <b>IV - USE OF INFRASTRUCTURE &amp; LEARNING RESOURCES</b> |  |  |   |                      |    |   |     |   |
| 13   | Physical<br>facilities   | Infrastructural facilities in the<br>Department/Colleges<br>a. Use of Digital Classrooms<br>b. Use of Virtual Classroom<br>c. Use of Labs d.Use of Library<br>e. Nlist usage.<br>f. Maintenance of Departmental Library  | Log books related to usage  | 20                   | 20 | A | 60  | 1)Any four key indicators =3<br>Grade points/A 2)Any three<br>key indicators =2 Grade<br>points/B 3)Any two key<br>indicators =1 Grade point/C<br>4) Below two Indicators=0/D |
| <b>V- ROLE IN STUDENT SUPPORT AND PROGRESSION</b>          |  |  |   |                      |    |   |     |   |
| 14   | Student<br>Support   | 1. Counseling of students as Mentor/ Class teacher<br>a. Student Profile Collection b. Semester wise<br>update and maintenance.<br>2. Any other Study Material /GuidanceAcademic<br>guidance for the advanced learner (offering<br>suggestions/ref books)<br>b)Handholding the slow learners (offering study<br>material/ question banks)3. Guiding/Monitoring<br>Students for CSP/Internship<br>4. Organizing/Participation in Parent Teacher<br>Meetings | Reports in the NAAC format  | 20<br>10<br>10<br>10 | 50 | A | 150 | 1)All Four key indicators =3<br>Grade points/A 2)Any Three<br>key indicators =2 Grade<br>points/B 3)Any Two key<br>indicator =1 Grade point/C<br>4)Below two=0/D              |

|   |  |   |                            |                |     |   |                        |  |
|---|--|---|----------------------------|----------------|-----|---|------------------------|--|
| 15  | Student Progression                                      | Report on Programme/Course wise students' progression to<br>a)Higher Education b)Employment<br>c)Entrepreneurship   | Reports in the NAAC format | 10<br>10<br>10 | 30  | A | 90                     | 1)All three key indicators =3<br>Grade points/A 2)Any two key indicators =2 Grade points/B<br>3)Any one key indicator =1<br>Grade point/C 4)No Indicator=0/D |
| <b>VI- ROLE IN INSTITUTIONAL GOVERNANCE</b> |  |   |                            |                |     |   |                        |  |
| 16  | Participation in Institutional Governance and Leadership | a)Contribution to Departmental Vision & Mission and Departmental Action Plan ✓<br>b)Participation in different institutional committees and preparation of committee reports ✓<br>c)Participation in different institutional activities that focus on value based education ✓<br>d)Contribution to IQAC/quality initiatives | Reports in the NAAC format | 4x10           | 40  | A | 120                    | 1)All Four key indicators =3<br>Grade points/A 2)Any Three key indicators =2 Grade points/B 3)Any Two key indicator =1 Grade point/C<br>4)Below two=0/D      |
| <b>VII - BEST PRACTICES</b>                 |  |   |                            |                |     |   |                        |  |
| 17  | Best Practices   | Identification and Contribution to a)The Departmental Best practices b)Institutional Best practices   | Reports in the NAAC format | 20             | 20  | A | 60                     | 1)All Two key indicators =3<br>Grade points/A 2)Any one key indicator =2 Grade points/B<br>3)No Indicator=0/D  |
| <b>Total Grade points</b>                   |  |   |                            |                | 500 |   | <del>210</del><br>1006 |  |

Name & Signature of the Principal

Name & Signatures of the Academic advisors

(Dr P SRINIVASA RAO)

1)

2)

3)