Government of Andhra Pradesh
Commissionerate of Collegiate Education
Academic & Administrative Audit of Degree Colleges (2018-19)
Format-I (Institutional Data)

District : Guntur   AISHE CODE: C-32701

Zone : III

COLLEGE PROFILE

1	Name of the College	Jagarlamudi Kuppuswamy Choudary College (Autonomous)
	URL of Website	www.jkcc.ac.in
	email	jkccoff@gmail.com
	Phone number	0863-2351062
2	Name of the Principal, email & Mobile Number	Dr. I.Nageswara Rao, inr.jkc62@gmail.com, Ph.No. 9441128857
3	Name of the Vice-Principal, email & Mobile Number	P. Gopichand, festivalpoetry@gmail.com, Ph.No. 9966893484
4	Name of the IQAC Coordinator, email & Mobile Number	P. Gopichand, festivalpoetry@gmail.com, Ph.No. 9966893484
5	Year of Establishment & details of land available if any	Year of establishment : 1968, Own Land : 6.802 acres.
6	Affiliating University & College Code assigned by University	Acharya Nagarjuna University, AISHE Code : No.C-32701- 2017
7	NIRF Rank	
8	Previous Grade of the College in Academic Audit	A
9	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	**A Grade** by NAAC with CGPA of 3.32/4.00 in 2nd Cycle in November 2016
10	Affiliation certificate (Permanent/Temporary)	Permanent
11	UGC Recognition (2f & 12 B) (Scanned certificate is to be sent)	2f & 12B recognition on 30th September, 1969
12	College Working Hours (if shift system mention details of both shifts & give reasons for shift system)	10.00Am to 5.00Pm with one hour Lunc break
13	No. of Posts Sanctioned: Aided : 87 UA : UG : 38 : PG : 21=146 As per Work load : 106 (A : 47, UA :UG 38, PG : 21) Working : Aided : 27, UA : UG : 55, PG : 21 = 103	Regular Working : 103 Redeployed : 01 PTL : 06 Contract : NIL Guest : NIL

14	Course wise & year wise Students strength particulars (Proforma enclosed)	Student Strength particulars for the year 2018-19is enclosed		

I-CURRICULAR ASPECTS

	Item	Status (Give Details, not just Yes/No)	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation	Recommendation/Suggestions by Academic Advisors
15	Implementation of Annual Institutional Plan	The Annual Institutional Plan was followed according to the plan printed in the College calender	A	
16	Departmental Annual Curricular Plans	This is prepared by the concerned Departments and is followed accordingly	A	
17	Whether the above two circulated among Students?	College calender is distributed to all the students and curriculum plan is given at the beginning of the academic year in the class room	A	
18	College Activity Register 2018-19	Prepared at the beginning of the academic year by all the HODs in consultation with IQAC	A	

19	College Calendar/College Magazine	At the beginning of the academic year college calender is prepared and distributed and towards the end of the academic year covering all the activities and articles on the various topics are brought out in the College Magazine.	A	
20	Record of review of			
21	Add-on Courses (Department-wise) completed during 2017-18	English : Communication Skills Commerce : Investment Management Physics : Home Needs Bio-technology: Introduction to Bio-informatics	B	Suggested to conduct add-on couress by remaining departments.
22	Add-on Courses (Department-wise) in 2018-19	English : Communication Skills Commerce : Investment Management Physics : Home Needs Bio-technology: Introduction to Bio-informatics Computer Science: Introduction to MS Office & Internet	B	Suggested to conduct add-on couress by remaining departments.
23	Coverage of Syllabus (Average Percentage)	99% completed before the conduction of the Semester Examinations	A	

24	Teaching of Value added courses (Foundation Courses)	Foundation Courses : HVPE, CSS : I Sem ENS, ICT : II Sem Entrepreneurship, CSS : III sem, CE, CSS : IV sem Cluster Electives are introduced in VI Sem.	A	
25	No. of New UG & PG Courses introduced in 2018-19	B.Sc Data Science & B.B.A	A	
26	Maintenance of Student Attendance Registers including Biometric Attendance	Physical as well as digital attendance is maintained.	A	
27	Whether feedback on curriculum was obtained from stake holders and analysed	Feedback on curriculum was obtained and analysed for changes in future.	A	Suggested to place the analysis report in college website.
28	Whether Online courses introduced	NO	B	Suggested to introduce online courses.
II-TEACHING, LEARNING & EVALUATION				
29	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19	Copy enclosed (Enclosure 1)	A	
30	Social-economic status of students enrolled(Group wise and Year wise) in 2018-19	Copy of the student strength for the year 2018-19 is enclosed (Enclosure 2)	A	
31	Demand Ratio (Group wise)	B.Sc.: 1 : 1.5 B.Com: 1 : 0.9 B.Com (CA): 1 : 1.4 BCA: 1 : 1.2 BBA: 1 : 1.2	A	**Suggested to maintain the abstract.**
32	Percentage of differently abled students (Divyangjan) on roll	1	B	**Suggested to motivate to admit differently abled students.**

33	Percentage of full time teachers against sanctioned posts in 2018-19	97%	A	
34	Student - Full time teacher ratio	19:1	A	
35	Student Profile as per prescribed reservation	Statement enclosed (Enclosure 3)	A	
36	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	within 30 days	A	
37	The number of classes (per week) taken by the Principal	6 hours per week	A	
38	Teaching Diaries & Teaching Plans in Prescribed Formats	Are being maintained by the Departments concerned	A	
39	Use of ICT in teaching and learning	ICT is used in regualr teaching and learning process in the college	B	Suggested to encourage the usage of ICT by faculty members.
40	No. Of Virtual Classes presented	NIL	B	Suggested to establish virtual classes.
41	No. Of Virtual Classes attended	NIL	B	Suggested to establish virtual classes.
42	Use of Digital Classes in Teaching Learning Process	Digital Class Rooms are being used.	B	Suggested to use Digital Classes in Teaching.
43	No. Of Mana TV lessons presented by Faculty	NIL	B	Suggested to present MANA TV lessons.
44	No. Of lessons in LMS portal by Faculty (MOODLE)	NIL	B	Suggested to encourage.
45	Use of ICT evaluation Tools (Plickers, Kahoot etc.)	YES	B	Suggested to encourage.
46	No. Of Videos prepared / presented through Presentation tube	NIL	B	Suggested to encourage.
47	No of TOTs conducted on ICT tools in Teaching	1	B	Suggested to encourage.
48	Average daily attendance in the Biometric devices from last one month	90%	A	Suggested to achieve 100%.

49	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	50% of the staff make use of ICT and 70% of staff are utilising E-learning resources.	B	Suggested to achieve 100%.
50	Co-Curricular Activities (College level)	The Departments of English: Dumbcharades, JAM, Physics: Power Point Presentation and Quiz competition Sanskrit: Recitation of slokas Telugu: Elecution on Gurajada vardhanthi, International Mothers' day. Commerce: Market Makers Life Science: Quiz on Noble Laurettes. List enclosed. (Enclosure 4)	A	Suggested to encourage all departments.
51	Seminars/conferences/workshops organised in 2018-19	8, List Enclosed (Enclosure 5)	A	
52	Academic Competitions (College Level & Above)	10, List Enclosed (Enclosure 6)	A	
53	Conduct of Internal Examinations-Internal assessment	We conduct two internal mid examinations in each semester.	A	
54	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	Results available in the department	A	
55	Pass percentage of students (Group wise) in 2018-19	B.Sc. : 79% B.Com. : 66% BCA : 78%	A	Suggested to improve pass percentage.
56	Percentage of students undertaking field projects / internships	All final year B.Sc., Computer combination and B.Com students submitted their field projects.	B	Suggested to encourage all students.

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57	Remedial Classes	All departments are conducting remedial classes for slow learners.	A	
58	Conduct of Bridge course	Conducted	A	
59	Feed back on Teachers by Students and its analysis	Available	A	
60	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	Available	A	
61	No of Mana TV Special Live Programmes by Faculty/Students	NIL	B	Suggested to encourage faculty.
62	No. Of registrations on MOOCS platform : a) Teachers b) Students	Teachers: 1 Students: 175	B	Suggested to encourage more number of faculty and UG students.
63	No. of course completion Certificates obtained by teachers through MOOCs platform	Nil	B	Suggested to encourage more number of faculty and UG students.
64	No of course completion Certificates obtained by students through MOOCs platform	175	B	Suggested to encourage more number of faculty and UG students.
65	Other ICT initiatives if any (Swayam, Swayam Prabha - DTH(Direct To Home), or Down loaded lessons)	Yes	B	Suggested to encourage more number of faculty and UG students.
66	Students' Grievances/Redressal (Examination Cell) Report	Record Maintained.	A	
67	Automation details of Exam Cell	Completely Automated	A	
68	Student Satisfaction Survey	Uploaded in college website.	A	
III-RESEARCH, INNOVATIONS AND EXTENSION				
69	Is the College a Recognized Research Centre	Number of recognized researh guides-9	B	**Suggested to establish research center.**
70	Policy for Promotion of Research (A)	Yes, Incentives to Doctorates, and M.Phil holders	A	
71	Institutional Seed money for Research	50000	A	
72	No. of Research Guides in the College	9	A	

73	No. of Research Scholars working for M.Phil & Ph. D	Ph.D: 19 M.Phil.: 11	A	
74	Rsearch Projects funded by Govt/Other Organisations	Nil	B	**Suggested to apply for research projects.**
75	Major/Minor/Other Research Projects a) Completed in this year b) ongoing	1	B	**Suggested to apply for research projects.**
76	Code of Ethics/ Plagiarism software	Nil	B	**Suggested to install plagiarism software**
77	Research Papers/Chapters Published in 2018-19 (SCOPUS, Web of Science ,ISBN/ISSN, ICI)	39	A	
78	Papers Presented in 2018-19 (International/ National/ State)	38	A	
80	Books Published in 2017-18 (Single Author/ Co Author)	3	B	Suggested to encourage
81	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	International: 3 National: 5	A	
82	No. Of teachers registered in ORCID / VIDWAAN	NIL	B	Suggested to encourage
83	Bibliometrics details	Nil	B	Suggested to encourage
84	Consultancy Policy	Maintained	B	Suggested to maintain the record.
85	Record of Consultancy in 2018-19	Maintained	B	Suggested to maintain the record.
86	Whether the Institution has created an ecosystem for innovation/Start ups including incubation centre and other initiatives for transfer of knowledge	Yes	A	
87	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	Conducted a workshop	A	Suggested to conduct seminars on IPR.

88	Record of MoUs in 2018-19 (MoUs to be signed on stamped legal documents	7 : AppsTek, anblicks,Websamrat technologies,Chitipothu Hari Krishna (Chartered Accountant), Andhra Cricket Association, Space Edge, RVR & JC College of Engineering	A	Suggested to maintain the stamped legal documents.
	Collaborations for Research/Faculty Exchange/ Student Exchange (Attach MoUs/Linkages)	NIL	B	Suggested to have collaborations.
89	Record of Subject/Department Related Extension Activities	Record Maintained.	A	
90	Number of extension programmes conducted (apart from NSS/NCC) in the neighbourhood community to sensitize the students	6, Uploaded in the college website.	A	
91	Number of extension programmes conducted in colloboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	30, Uploaded in the college website.	A	
92	Details of students participating in extension activities with Government Organisations, Non-Government Organisations, Gender Issues, UBA etc.	300 NSS and 150 NCC, 100 YRC volunteers participated in Swachha Bharat, Swachha Sarvection, Aids Awareness and ODF Survey etc.,	A	

IV. INFRASTRUCTURE AND LEARNING RESOURCES

94	Number of Class rooms, Labs and computing equipment	Class Rooms : 60 Labs :51 No. of Computers : about 500	A	

95	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	Multi Equipped gymansium, Indoor stadium for Indoor games and also provision for outdoor games like Basketball, kabaddi, valley ball and International standard Cricket ground with advanced facilities pavilion	A	
96	Classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	3	A	
97	Women's Waiting Hall	2	B	Suggested to provide some more waiting halls.
98	No. Of Toilets : i) Staff - a) Men b) Women; ii) Students - a) Men b) Women c) Differently abled	Staff: Men: 10 , Women : 10 Students: Men : 05 , Women : 05 Differently abled: 01	A	
99	Budget allocated for infrastructure augmentation (CA certified statement)	2 Crores (CA certified statement available after April 2019)	A	
100	Library is automated using Integrated Library Management System & NDL	Yes, Library is automated by using SOUL 2.0 software developed by INFLIB NET. Institution is registered in NDL	A	
101	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	A good collection is available. List maintained.	A	
102	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases (Give website URL)	6000 e-joournals, 31,35,000 e-books are available under N-List programme. (e-Sodhsindhu)	A	

103	Expenditure for purchase of books and journals in 2018-19 (CA Certified statement)	Rs.194225/- (CA certified statement available after April 2019)	A	
104	Percentage per day usage of library by teachers and students including Logins for INFLIBNET/NLIST	Teachers: 40% Students: 33%	A	
105	IT Facilities a) English Language Lab b) JKC Lab c) Computer Labs d) APSSDC Lab e) Student Computer Ratio f) Wi-fi enabled campus e) Media Centre / Studio	a) Available b) Available c) Available d) Available e) 4:1 f) Available	A	
	Bandwidth of Internet Connections with details	20 mbps	A	
106	AMC details if any	Yes, available	A	
107	Insurances covered for infrastructure if any	NIL	B	Suggested to get insurance coverage.
108	Expenditure incurred on a) Newly established b) maintenance of facilities (Classrooms, Equipment,sports, Auditorium & seminar halls etc.) excluding salary component	2 crores	A	
110	Established Systems & Procedures for maintenance of Classrooms,Labs and academic support facilities	Principal, HODs, Librarian, Physical Director and Office Superintendent involved at various stages in the maintenance of Academic and Physical facilities.	A	
V-STUDENT SUPPORT AND PROGRESSION				
111	Average percentage of students benefited by scholarships by the Government in 2018-19	95%	A	

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112	Average percentage of students benefited by scholarships by the Instituition in 2018-19	50%	A	
113	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2018-19	40%	A	
114	Average percentage of placement of outgoing students in 2018-19	45%	A	
115	Student grievances Structure, redressal mechanism & Periodicity	Principal, Director for PG courses, Vice Principal and the members of the redressal cell involved them selves to solve the problems (Record maintained)	A	
116	Number of capability enhancement and development schemes conducted (like Training for Competittive Exams, Career Guidance, Remedial coaching etc.,)	4	A	
117	Percentage of student progression to higher education	40%	A	
118	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	10	B	Suggested to motivate more number of students.
119	Number of awards/medals for outstanding performance in sports/cultural activities	Sports : 7 medals of Gold and Silver in various events. Cultural : 6 in State Level competitions. (List uploaded to college website)	A	
120	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	Students representatives are present in bodies like Magazine Committee, Board of Studies, Fine Arts association, IQAC etc.,	A	

121	Records of significant achievements in Sports & Games	List uploaded in college website.	A	
122	Number of sports and cultural activities / competitions organised in the Institution in 2018-19	Intramural Tournaments were conducted in various events like Badminton, carrom, chess for Girls Badminton, carroms, chess for Boys ANUIC for Basketball (Men) was conducted by our College. (List uploaded in college website.)	A	
123	Feed back from Employees on Online Web Job Portal, APSSDC(AP State Skill Development Corporation), SSC (Skill Sector Council)	Available	B	Maintain record of feedback form.
124	Alumni contribution in 2018-19 (In Rs) (CA audited statement)	Rs. 30 Lakhs	A	
125	Number of Alumni Association /Chapters meetings held in 2018-19	6	A	
126	Number of industries identified & mapped locally for Internships/Placements	4	A	
127	MOU - SSC Organisations	Available	B	Suggested to maintain MoU on signed stamp document.
128	Maintenance of JKC facilities & records	Record Maintained.	A	
129	Record of Student trained and placed in JKC	Record Maintained.	A	
130	Record of Anti Ragging cell	Record Maintained.	A	
131	Record of Women Empowerment Cell (WEC) No.of Times reviewed ? No.of activities conducted ?	Available. Reviewed 3 times. No.of activities conducted:04 Record Maintained.	A	
132	Record of Internal Complaints Committee(ICC) Committees constituted or not ? No.of Times reviewed ? No.of Complaints filed ?	Yes. Available. 5 Times reviewed. Action Taken	A	

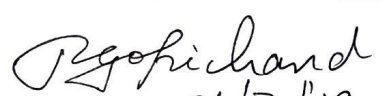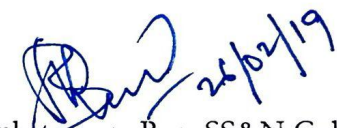|				
133	Maintenance of drinking water (R.O.Plant)	Two RO Mineral water Plants are maintained in the campus	A	
134	Maintenance of sanitation	3 Scavengers maintain the sanitation in our College	A	
135	Number of awards and recognition received for extension activities from Government/ recognised bodies	2	A	
136	No.of Executive Development Programms (EDP) conducted	2, record maintained	A	
VI-GOVERNANCE AND LEADERSHIP				
137	Staff Council Register	Record Maintained.	A	
138	Functioning of Committees in Administration (Minutes of meetings)	Record Maintained.	A	
139	Awards/Achievements	i) Ph.D degree awarded to staff ii) Prathibha purascar to students iii) Awrd to sevices in YRC, NCC & NSS	B	**Suggested to encourage more number.**
140	Use of ICT in Governance	Yes	A	
141	Implementation of CFMS / PFMS	Yes	A	
142	Number of RTI issues addressed	Nil	B	
143	Perspective/Strategic plan and deployment documents	Available	A	
144	Organizational structure of the Institution	Available in the college website.	A	
145	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	Student admission record is maintained in e-version. Finance and Accounts statements are computarised. The Examination section maintains students records digitally.	A	

146	Percentage of teachers provided with seed money financial support to attend conferences / workshops and towards membership fee of professional bodies in 2018-19	20%	B	Suggested to encourage more number.
147	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2018-19	Orientation Course for overall development of Lecturers was conducted for 6 days in June '2018 through IQAC.	A	
148	Percentage of teachers attended professional development programs(Faculty Development Programme, Orientation Program, Refresher Course, Short Term Course, Post Doctoral Fellowship etc.,) in 2018-19	100%	A	
149	No. Of faculty undergone / attended: FDP, PDF, OC, RC, Short Term Course, other Trainings if any.	100 out of 103	A	
150	Funds / Grants received from non-government bodies, individuals, philanthropists in 2018-19	9 lakhs	A	
151	Average number of quality initiatives by IQAC for promoting quality culture per year	4 pear year	A	
152	Participation in NIRF-2018, If participated mention rank below 200	Yes.Paricipated.	A	
153	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	Every year sending AQAR to NAAC and the records of meetings are maintained by IQAC. (uploaded in college website)	A	
154	Decentralisation and Participative Management Procedure	Participative Management through Principal / Vice Principal / Director / HoDs / Incharges of other wings.	A	

155	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	e-governance is implemented in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	A	
156	Teachers attending OC /RC/FDP	All the faculty attended short term course conducted by IQAC, JKC College	A	
157	Performance appraisal system for Teaching and Non-Teaching Staff	Well defined performance appraisal system (feedback from students) exists.	A	
158	Strategies for Mobilisation of Funds	1. Participating in Challenge level funding by MHRD RUSA. 2. Donations from philanthropists. 3. Donations from alumni. 4. Tap the CSR funds from industries.	A	
159	Funds /Grants received from non-government bodies and philanthropists (CA Audited statement)	9 lakhs (CA audited statement will be available after April 2019)	A	
	VII-INSTITUTIONAL VALUES AND BEST PRACTICES			
160	**Social Responsibility:** Programs such asNava Nirmana Deeksha,Grama Darshini, Jnana Bheri, Swachh Bharat, ODF, Aids Awareness, Janmabhumi, Vanam Manam etc.	Staff and students participated in all these programs.	A	
161	Gender Equity Promotion Programmes and facilities to address gender Sensitivity	Programs conducted.	A	

162	Green Practices(plastic free campus, botanical garden, green house, green landscaping, LED Lighting etc.,)	1. New plants in hundred pots are maintained. 2. LED bulbs are fixed in the campus. 3. No Plastic day is observed on every 2nd Saturday. 4. Terrus garden maintained by ECO club. 5. Green landscaping	A	
163	Percentage of power requirement of the Institution met by the renewable energy sources (solar panels)	50%	A	
164	Waste Management steps taken	Waste one side printed paper is used in the office. Dry leaves are collected and vermi compost is prepared. Waste water from RO Plant is used for watering lawns.	A	
165	Rain water harvesting structures and utilization in the campus	5 Rain Water harvesting pits are maintained annually.	A	
166	Facilities for Differently abled (Divyangjan) (ramp, railings scribe for examination etc.,)	Three wheel chairs are donated by Lions Club for Differently abled students.	A	**Suggested to provide elevators.**
167	Record of best/innovative practices by the institution	1.Maintenance of Intranet 2. Video Cameras for supervision 3. Providing nutritious food for anaemic students. 4. Green administration	A	
168	College Activity Register 2018-19 & Hard Copy of AQAR 2017-18 (should be available with the Principal & Placed in College Website)	Activity Register and hard copy of AQAR are available (uploaded in the college website)	A	

	The number of classes(per week) taken by the Principal	6 Hrs per week	A	
169	Research projects/Publications/ study material developed in 2018-19 by the Institution(Should be available in college website)	Information available in College Website.	A	
170	Initiatives taken to engage and contribute to local community	1. Adopted Swaarna Bharathi Nagar. 2. Health awareness campaign 3. Flashmob on AIDS awareness. 4. Survey economic & health condition	A	
171	Code of Conduct Book for Principal/Staff/Non Teaching and Students	Record Maintained.	A	
172	Display of Core Values	Displayed	A	
173	Activities to increase consciousness about National Identities and symbols/Fundamental Duties and Rights	Different recognized days observed.	A	
174	Human values and Professional Ethics are reflected in the curriculum and the Institution offers a course	Part of the curriculum	A	
175	Institutional and Departmental Best Practices	Performance Appraisal Counseling & Grievance Redressal Guest Lectures & Field Trips Earn While You Learn Alumni for Institution Development Mentoring Projects Industry-Institution Interaction Pollution free Campus Placement Cell Energy Conservation (records maintained)	A	

College Grading - A

Dr. I. NAGESWARA RAO *26/2/19* PRINCIPAL J.K.C. COLLEGE GUNTUR-6. **Name & Signature of the Principal with date**	**Name, Address, Contact No. & Signatures of Academic Advisors**
	26/2/19 1. Dr. A. Gangadhar Rao, VSR & NVR College (Autonomous), Tenali
P. Gopichand *Gopichand* 26/2/'19 **Name & Signature of the Vice-Principal with date**	*26/02/19* 2. Dr. B. Venkateswara Rao, SS&N College, Narasa Rao Pet

Note: the Format is to be filled by the Principal and submitted to the Academic Audit Team.