



**PARVATHANENI BRAHMAYYA  
SIDDHARTHA COLLEGE OF ARTS & SCIENCE**  
Siddhartha Nagar, VIJAYAWADA - 520 010, Andhra Pradesh  
Autonomous, NAAC A+ Grade, ISO Certified Institution



## **6.5.3**

# **Academic and Administrative Audit (AAA) follow up action taken**



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**Government of Andhra Pradesh**  
**Commissionerate of Collegiate Education**  
**Academic & Administrative Audit of Degree Colleges (2018-19)**  
**Format - III for submission of Academic Advisors Report (AAR)**

**Zone : II**

**District : Krishna**

**COLLEGE PROFILE**

|    |  |  |
|----|--|--|
| 1  | Name of the College, URL of Website, email and Phone number  | P.B. Siddhartha College of Arts & Science, Vijayawada-10, website: www.pbsiddhartha.ac.in; pbs_college@hotmail.com; Ph.No.:0866-2475966; Fax : 0866-2490183      |
| 2  | Name of the Principal, email & Mobile Number   | Dr.M. Ramesh, Principal I/C; email: rameshmeka@yahoo.in; Mob.No.: 9989616969   |
| 3  | Name of the Vice-Principal, email & Mobile Number  | 1. Sri P. Babu Rao, Vice-Principal; puttababurao2@gmail.com; Mob.No.: 9848460870 2.Dr.M. Manoranjani, Vice-Principal; drmanoranjani@gmail.com; Mob.No.9866046499 |
| 4  | Name of the IQAC Coordinator, email & Mobile Number  | Dr.S.B. Rajendra Prasad, Department of Commerce & Management (PG), brp_suryadevara@yahoo.com; Mob.No.: 9440210697  |
| 5  | Year of Establishment & details of land available if any   | 1975   |
| 6  | Affiliating University & AISHE CODE:   | Krishna University, Machilipatnam, AISCHE Code : C-25301   |
| 7  | NAAC Grade with Cycle, Accredited Year & CGPA ( Status of preparation if not Accredited)               | 'A' Grade - Cycle-2, reaccredited in 2013 with 3.23 CGPA   |
| 8  | UGC Recognition (2f & 12 B)  | 2f & 12B   |
| 9  | College Working Hours( if shift system mention details of both shifts & give reasons for shift system) | 7.45 a.m. to 1-15 p.m. and 12.45 p.m. to 5.45 p.m.   |
| 10 | No. of Posts Sanctioned:   | Regular Working (Aided): 14; Redeployed : --; Unaided : 102; Contract/Visiting : 2; Guest : --   |
| 11 | Course wise & year wise Students strength particulars ( Proforma enclosed)                             | Annexure-I   |

|                             |   |   |                   |  |
|-----------------------------|---|---|-------------------|--|
| 12                          | Current Year Admissions Abstract  |   |                   |  |
| 13                          | List of Programmes and Courses with Codes                                   |   |                   |  |
| <b>I-CURRICULAR ASPECTS</b> |   |   |                   |  |
|                             | <b>Item</b>   | <b>Impression of Academic Advisor along with grade<br/>A(Good)/B(Satisfactory)/C (poor) after Observation</b> |                   | <b>Recommendation/Suggestions by Academic<br/>Advisors</b> |
|                             |   | <b>Grade</b>  | <b>Impression</b> |  |
| 14                          | Implementation of Annual Institutional Plan                                 | <b>A</b>  |                   |  |
| 15                          | Departmental Annual Curricular Plans  | <b>A</b>  |                   |  |
| 16                          | Whether the above two circulated among Students?                            | <b>A</b>  |                   |  |
| 17                          | College Activity Register 2018-19   | <b>A</b>  |                   |  |
| 18                          | College Calendar/College Magazine   | <b>A</b>  |                   |  |
| 19                          | Add-on Courses (Department-wise) completed during 2017-18                   | <b>A</b>  |                   |  |
| 20                          | Add-on Courses (Department-wise) in 2018-19                                 | <b>A</b>  |                   |  |
| 21                          | Coverage of Syllabus (Average Percentage)                                   | <b>A</b>  |                   |  |
| 22                          | Teaching of Value added courses (HVPE & Foundation Courses)                 | <b>A</b>  |                   |  |
| 23                          | No. of New UG & PG Courses introduced in 2018-19                            | <b>A</b>  |                   |  |
| 24                          | Maintenance of Student Attendance Registers                                 | <b>A</b>  |                   |  |
| 25                          | Whether feedback on curriculum was obtained from stake holders and analysed | <b>A</b>  |                   |  |

## II-TEACHING, LEARNING & EVALUATION

|    |   |          |  |  |
|----|---|----------|--|--|
| 26 | Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19                     | <b>A</b> |  |  |
| 27 | Social-economic status of students enroled(Group wise and Year wise) in 2018-19   | <b>A</b> |  |  |
| 28 | Demand Ratio (Group wise)   | <b>A</b> |  |  |
| 29 | Percentage of differently abled students (Divyangjan) on roll   | <b>A</b> |  |  |
| 30 | Percentage of full time teachers against sanctioned posts in 2018-19  | <b>A</b> |  |  |
| 31 | Student - Full time teacher ratio   | <b>A</b> |  |  |
| 32 | Number of days from the date of last semester-end/ year- end examination till the declaration of results in 2018-19               | <b>A</b> |  |  |
| 33 | Teaching Diaries & Teaching Plans in Prescribed Formats   | <b>A</b> |  |  |
| 34 | Use of ICT in teaching and learning   | <b>A</b> |  |  |
| 35 | Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. | <b>A</b> |  |  |
| 36 | Co-Curricular Activities ( College level)   | <b>A</b> |  |  |
| 37 | Seminars/conferences/workshops organised in 2018-19   | <b>A</b> |  |  |
| 38 | Academic Competitions ( College Level & Above)  | <b>A</b> |  |  |
| 39 | Conduct of Internal Examinations-Internal assessment  | <b>A</b> |  |  |
| 40 | Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)  | <b>A</b> |  |  |

|  |   |          |  |  |
|--|---|----------|--|--|
| 41   | Pass percentage of students (Group wise) in 2018-19   | <b>A</b> | Advised to improve pass % of students. |  |
| 42   | Percentage of students undertaking field projects / internships   | <b>B</b> |  |  |
| 43   | Remedial Classes  | <b>A</b> |  |  |
| 44   | Conduct of Bridge course  | <b>A</b> |  |  |
| 45   | Feed back on Teachers by Students and its analysis  | <b>A</b> |  |  |
| 46   | Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis   | <b>A</b> |  |  |
| <b>III-RESEARCH, INNOVATIONS AND EXTENSION</b> |   |          |  |  |
| 47   | Is the College a Recognized Research Centre   | <b>A</b> |  |  |
| 48   | No. of Research Guides in the College   | <b>A</b> |  |  |
| 49   | No. of Research Scholars working for M.Phil & Ph. D   | <b>A</b> |  |  |
| 50   | Major/Minor/Other Research Projects   | <b>A</b> |  |  |
| 51   | Research Papers Published in 2018-19 (International/ National )   | <b>A</b> |  |  |
| 52   | Papers Presented in 2018-19 (International/ National/ State )   | <b>A</b> |  |  |
| 53   | Books Published in 2018-19 ( Single Author/ Co Author)  | <b>A</b> |  |  |
| 54   | Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State )   | <b>A</b> |  |  |
| 55   | Record of Consultancy in 2018-19  | <b>A</b> |  |  |
| 56   | Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge | <b>A</b> |  |  |

|   |  |   |  |  |
|---|--|---|--|--|
| 57  | Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices  | A |  |  |
| 58  | Record of MoUs in 2018-19  | A |  |  |
| 59  | Record of Subject/Department Related Extension Activities  | A |  |  |
| 60  | Number of extension programmes conducted in the neighbourhood community to sensitize the students  | A |  |  |
| 61  | Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,  | A |  |  |
| 62  | Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue, etc | A |  |  |
| 63  | Number of awards and recognition received for extension activities from Government/ recognised bodies  | B |  |  |
| <b>IV-INFRASTRUCTURE AND LEARNING RESOURCES</b> |  |   |  |  |
| 64  | Number of Class rooms, Labs and computing equipment  | A |  |  |
| 65  | Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities  | A |  |  |
| 66  | classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.  | A |  |  |



|  |   |   |  |  |
|--|---|---|--|--|
| 67                                       | Budget allocated for infrastructure augmentation  | A |  |  |
| 68                                       | Library is automated using Integrated Library Management System   | A |  |  |
| 69                                       | Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment   | A |  |  |
| 70                                       | Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases  | A |  |  |
| 71                                       | Expenditure for purchase of books and journals in 2017-18   | A |  |  |
| 72                                       | Percentage per day usage of library by teachers and students  | A |  |  |
| 73                                       | Student-Computer ratio  | A |  |  |
| 74                                       | Wifi in the campus  | A |  |  |
| 75                                       | Updation of IT facilities   | A |  |  |
| 76                                       | Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component   | A |  |  |
| 77                                       | Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc | A |  |  |
| <b>V-STUDENT SUPPORT AND PROGRESSION</b> |   |   |  |  |
| 78                                       | Average percentage of students benefited by scholarships by the Government in 2017-18   | A |  |  |
| 79                                       | Average percentage of students benefited by scholarships by the Institution in 2017-18  | B |  |  |

|    |  |          |   |  |
|----|--|----------|---|--|
| 80 | Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18          | <b>A</b> |   |  |
| 81 | Average percentage of placement of outgoing students in 2017-18  | <b>A</b> |   |  |
| 82 | Student grievances redressal mechanism   | <b>A</b> |   |  |
| 83 | Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)                                     | <b>A</b> |   |  |
| 84 | Percentage of student progression to higher education  | <b>A</b> |   |  |
| 85 | Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,) | <b>B</b> | Advised to give coaching to students to face civils, APPSC examinations |  |
| 86 | Number of awards/medals for outstanding performance in sports/cultural activities  | <b>A</b> |   |  |
| 87 | Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution                   | <b>A</b> |   |  |
| 88 | Records of significant achievements in Sports & Games  | <b>A</b> |   |  |
| 89 | Number of sports and cultural activities / competitions organised in the Institution in 2017-18  | <b>A</b> |   |  |
| 90 | Alumni contribution in 2017-18 (In Rs)   | <b>A</b> |   |  |
| 91 | Number of Alumni Association /Chapters meetings held in 2017-18  | <b>A</b> |   |  |
| 92 | Maintenance of JKC facilities & records  | <b>C</b> | Advised to strengthen JKC   |  |
| 93 | Record of Student trained and placed in JKC  | <b>C</b> | Advised to strengthen JKC   |  |

|                                     |   |          |  |  |
|-------------------------------------|---|----------|--|--|
| 94                                  | Record of Anti Ragging cell   | <b>A</b> |  |  |
| 95                                  | Maintenance of drinking water   | <b>A</b> |  |  |
| 96                                  | Maintenance of sanitation   | <b>A</b> |  |  |
| <b>VI-GOVERNANCE AND LEADERSHIP</b> |   |          |  |  |
| 97                                  | Staff Council Register  | <b>A</b> |  |  |
| 98                                  | Functioning of Committees in Administration ( Minutes of meetings)  | <b>A</b> |  |  |
| 99                                  | Awards/Achievements   | <b>B</b> |  |  |
| 100                                 | Use of ICT in Governance  | <b>A</b> |  |  |
| 101                                 | Perspective/Strategic plan and deployment documents   | <b>A</b> |  |  |
| 102                                 | Organizational structure of the Institution   | <b>A</b> |  |  |
| 103                                 | Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination          | <b>A</b> |  |  |
| 104                                 | Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18 | <b>B</b> |  |  |
| 105                                 | Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18     | <b>A</b> |  |  |
| 106                                 | Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18           | <b>A</b> |  |  |
| 107                                 | Orientation Program, Refresher Course, Short Term Courses attended by the faculty   | <b>A</b> |  |  |

|  |   |          |   |  |
|--|---|----------|---|--|
| 108  | Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18  | <b>A</b> |   |  |
| 109  | Average number of quality initiatives by IQAC for promoting quality culture per year  | <b>A</b> |   |  |
| 110  | Participation in NIRF-2017  | <b>A</b> |   |  |
| 111  | IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc) | <b>A</b> |   |  |
| <b>VII-INSTITUTIONAL VALUES AND BEST PRACTICES</b> |   |          |   |  |
| 112  | Percentage of power requirement of the Institution met by the renewable energy sources  | <b>B</b> | Advised to increase the percentage of usage of solar energy |  |
| 113  | Waste Management steps taken  | <b>A</b> |   |  |
| 114  | Rain water harvesting structures and utilization in the campus  | <b>A</b> |   |  |
| 115  | Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)  | <b>A</b> |   |  |
| 116  | Green Practices(plastic free campus, green landscaping etc.,)   | <b>A</b> |   |  |
| 117  | Record of best/innovative practices by the institution  | <b>A</b> |   |  |

|                            |   |   |  |  |
|----------------------------|---|---|--|--|
| 118                        | College Activity Register 2017-18 & Hard Copy of AQAR 2016-17<br>( should be available with the Principal & placed in Website | A |  |  |
| 119                        | The number of classes(per week) taken by the Principal  | A |  |  |
| 120                        | Research projects/Publications/ study material developed in 2017-18 by the College  | A |  |  |
| <b>College Grading - A</b> |   |   |  |  |

|   |  |  |  |
|---|--|--|--|
| <b>Name &amp; Signature of the Principal with date</b><br> 2/3/19      |  | <b>Signatures of Academic Advisors</b><br> 02/03/19 |  |
| <b>Name &amp; Signature of the Vice-Principal with date</b><br> 2/3/19 |  | 1 Dr.K.V. SANTHA KUMARI  |  |
|   |  |  2/3/19   |  |
|   |  | 2. Dr.A.J .PRATAP REDDY  |  |

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

Academic & Administrative Audit Grade Matrix ( For Academic Advisors & Principals)

| S.No | Zone | District | Name Of The College                                  | Names of the Advisors, College, place, District  | Curricular Aspects | Teaching, Learning & Evaluation | Research, Innovation & Extension | Infrastructure & Learning Resources | Student Support & Progression | Governance & Leadership | Institutional Values | Best Practices | Overall Grade | Previous Recommendations by Academic Advisors   | Action Taken by the Principal  | Present Recommendations by Academic Advisors  | Action Taken by the Principal |
|------|------|----------|--|--|--------------------|---------------------------------|----------------------------------|-------------------------------------|-------------------------------|-------------------------|----------------------|----------------|---------------|---|--|---|-------------------------------|
| 1    | 2    | 3        | 4  | 5  | 6                  | 7                               | 8                                | 9                                   | 10                            | 11                      | 12                   | 13             | 14            | 15  | 16   | 17  | 18                            |
| 1    | II   | Krishna  | P.B Siddhartha College of Arts & Science, Vijayawada | 1.Dr. K.V.Shantha Kumari, Lecturer in Telugu,GDC,Avanigadda, 2.Dr.A.J.Pratap Reddy, Lecturer in Chemistry, KVR Degree College, Nandigama | A                  | A                               | A                                | A                                   | A                             | A                       | A                    | A              | A             | 1. Departments /Faculty are advised to have more MoUs; 2. Encourage the students and faculty to visit the library 3. Faculty are advised to encourage students for appearing in NET/SLET/GATE etc., | Necessary action was taken by the Principal in attaining the following. 1. Number of MoUs are increased 2. Regular visit to library by the staff and students is increased. 3. Six students have qualified NET/SET Government examinations etc. by the support given by the faculty. | 1. Activities of JKC have to be strengthened. 2. Increase financial support to staff in order to participate in Professional Development programmes or activities like seminars, workshops etc. |                               |

Name, Address, Contact No. & Signatures of Academic Advisors

*Dr. K.V. Shantha Kumari* 02/03/19

1.Dr. K.V.Shantha Kumari, Lecturer in Telugu,GDC,Avanigadda

2.Dr.A.J.Pratap Reddy, Lecturer in Chemistry, KVR Degree College,

*A.J. Pratap Reddy* 2848482615  
2/3/19