

Appendix A: Institutional Audit of Degree Programs (2022-23) Form A-1: To be Filled by Faculty and Staff as in Appendix A-1(B) Section: WEST GADAG									
Details: Name of the College and Address: CGI HNE GDC (W) DALAO Name of the Institute: REXAYA LAKSHI Name of the Subject: CHEMISTRY Date of Issuing of Degree Certificate: 03-10-2022									
S.No.	Key Indicator	Use of Best Assessment to be kept ready as a proof of Key Indicator	Indicators in support of the key indicator	Self Report Score	Externalization & Verification (%) for Key Indicator	Key Indicator Grade Point (20GP) 1A +15 (B) 1C +10 (D) 5 (E)	Key Indicator % for Weighted Grade Point (20GP GP) = 20GP X 50	Average as per Academic Director's grading	Comments
1. CURRICULAR ASPECTS									
1	Curriculum Planning and Implementation (The Academic College Effects for Curriculum Policy and Development to be considered)	1. Curriculum and Implementation of Curriculum 2. Academic Standards 3. Academic Quality 4. Academic Progression 5. Academic Achievement 6. Academic Excellence 7. Academic Innovation 8. Academic Leadership 9. Academic Governance 10. Academic Accountability 11. Academic Transparency 12. Academic Integrity 13. Academic Fairness 14. Academic Honesty 15. Academic Responsibility 16. Academic Respect 17. Academic Tolerance 18. Academic Cooperation 19. Academic Communication 20. Academic Collaboration 21. Academic Partnership 22. Academic Network 23. Academic Alliance 24. Academic Consortium 25. Academic Association 26. Academic Federation 27. Academic Confederation 28. Academic Union 29. Academic League 30. Academic Club 31. Academic Society 32. Academic Organization 33. Academic Institution 34. Academic Establishment 35. Academic Organization 36. Academic Institution 37. Academic Establishment 38. Academic Organization 39. Academic Institution 40. Academic Establishment	1. Curriculum and Implementation of Curriculum 2. Academic Standards 3. Academic Quality 4. Academic Progression 5. Academic Achievement 6. Academic Excellence 7. Academic Innovation 8. Academic Leadership 9. Academic Governance 10. Academic Accountability 11. Academic Transparency 12. Academic Integrity 13. Academic Fairness 14. Academic Honesty 15. Academic Responsibility 16. Academic Respect 17. Academic Tolerance 18. Academic Cooperation 19. Academic Communication 20. Academic Collaboration 21. Academic Partnership 22. Academic Network 23. Academic Alliance 24. Academic Consortium 25. Academic Association 26. Academic Federation 27. Academic Confederation 28. Academic Union 29. Academic League 30. Academic Club 31. Academic Society 32. Academic Organization 33. Academic Institution 34. Academic Establishment 35. Academic Organization 36. Academic Institution 37. Academic Establishment 38. Academic Organization 39. Academic Institution 40. Academic Establishment	20	10	A	90	90	1. All three key indicators = 1 Grade points A 2. All three key indicators = 2 Grade points B 3. All three key indicators = 3 Grade points C 4. All three indicators = 4
2	Curriculum Flexibility/Innovation	1. Curriculum Flexibility/Innovation 2. Curriculum Flexibility/Innovation 3. Curriculum Flexibility/Innovation 4. Curriculum Flexibility/Innovation 5. Curriculum Flexibility/Innovation 6. Curriculum Flexibility/Innovation 7. Curriculum Flexibility/Innovation 8. Curriculum Flexibility/Innovation 9. Curriculum Flexibility/Innovation 10. Curriculum Flexibility/Innovation 11. Curriculum Flexibility/Innovation 12. Curriculum Flexibility/Innovation 13. Curriculum Flexibility/Innovation 14. Curriculum Flexibility/Innovation 15. Curriculum Flexibility/Innovation 16. Curriculum Flexibility/Innovation 17. Curriculum Flexibility/Innovation 18. Curriculum Flexibility/Innovation 19. Curriculum Flexibility/Innovation 20. Curriculum Flexibility/Innovation 21. Curriculum Flexibility/Innovation 22. Curriculum Flexibility/Innovation 23. Curriculum Flexibility/Innovation 24. Curriculum Flexibility/Innovation 25. Curriculum Flexibility/Innovation 26. Curriculum Flexibility/Innovation 27. Curriculum Flexibility/Innovation 28. Curriculum Flexibility/Innovation 29. Curriculum Flexibility/Innovation 30. Curriculum Flexibility/Innovation 31. Curriculum Flexibility/Innovation 32. Curriculum Flexibility/Innovation 33. Curriculum Flexibility/Innovation 34. Curriculum Flexibility/Innovation 35. Curriculum Flexibility/Innovation 36. Curriculum Flexibility/Innovation 37. Curriculum Flexibility/Innovation 38. Curriculum Flexibility/Innovation 39. Curriculum Flexibility/Innovation 40. Curriculum Flexibility/Innovation	1. Curriculum Flexibility/Innovation 2. Curriculum Flexibility/Innovation 3. Curriculum Flexibility/Innovation 4. Curriculum Flexibility/Innovation 5. Curriculum Flexibility/Innovation 6. Curriculum Flexibility/Innovation 7. Curriculum Flexibility/Innovation 8. Curriculum Flexibility/Innovation 9. Curriculum Flexibility/Innovation 10. Curriculum Flexibility/Innovation 11. Curriculum Flexibility/Innovation 12. Curriculum Flexibility/Innovation 13. Curriculum Flexibility/Innovation 14. Curriculum Flexibility/Innovation 15. Curriculum Flexibility/Innovation 16. Curriculum Flexibility/Innovation 17. Curriculum Flexibility/Innovation 18. Curriculum Flexibility/Innovation 19. Curriculum Flexibility/Innovation 20. Curriculum Flexibility/Innovation 21. Curriculum Flexibility/Innovation 22. Curriculum Flexibility/Innovation 23. Curriculum Flexibility/Innovation 24. Curriculum Flexibility/Innovation 25. Curriculum Flexibility/Innovation 26. Curriculum Flexibility/Innovation 27. Curriculum Flexibility/Innovation 28. Curriculum Flexibility/Innovation 29. Curriculum Flexibility/Innovation 30. Curriculum Flexibility/Innovation 31. Curriculum Flexibility/Innovation 32. Curriculum Flexibility/Innovation 33. Curriculum Flexibility/Innovation 34. Curriculum Flexibility/Innovation 35. Curriculum Flexibility/Innovation 36. Curriculum Flexibility/Innovation 37. Curriculum Flexibility/Innovation 38. Curriculum Flexibility/Innovation 39. Curriculum Flexibility/Innovation 40. Curriculum Flexibility/Innovation	20	20	D	0	0	1. All three key indicators = 1 Grade points A 2. All three key indicators = 2 Grade points B 3. All three key indicators = 3 Grade points C 4. All three indicators = 4
3	Feedback System	1. Feedback System 2. Feedback System 3. Feedback System 4. Feedback System 5. Feedback System 6. Feedback System 7. Feedback System 8. Feedback System 9. Feedback System 10. Feedback System 11. Feedback System 12. Feedback System 13. Feedback System 14. Feedback System 15. Feedback System 16. Feedback System 17. Feedback System 18. Feedback System 19. Feedback System 20. Feedback System 21. Feedback System 22. Feedback System 23. Feedback System 24. Feedback System 25. Feedback System 26. Feedback System 27. Feedback System 28. Feedback System 29. Feedback System 30. Feedback System 31. Feedback System 32. Feedback System 33. Feedback System 34. Feedback System 35. Feedback System 36. Feedback System 37. Feedback System 38. Feedback System 39. Feedback System 40. Feedback System	1. Feedback System 2. Feedback System 3. Feedback System 4. Feedback System 5. Feedback System 6. Feedback System 7. Feedback System 8. Feedback System 9. Feedback System 10. Feedback System 11. Feedback System 12. Feedback System 13. Feedback System 14. Feedback System 15. Feedback System 16. Feedback System 17. Feedback System 18. Feedback System 19. Feedback System 20. Feedback System 21. Feedback System 22. Feedback System 23. Feedback System 24. Feedback System 25. Feedback System 26. Feedback System 27. Feedback System 28. Feedback System 29. Feedback System 30. Feedback System 31. Feedback System 32. Feedback System 33. Feedback System 34. Feedback System 35. Feedback System 36. Feedback System 37. Feedback System 38. Feedback System 39. Feedback System 40. Feedback System	10	10	A	30	30	1. All three key indicators = 1 Grade points A 2. All three key indicators = 2 Grade points B 3. All three key indicators = 3 Grade points C 4. All three indicators = 4
2. TEACHING, LEARNING & EVALUATION									
4	Course/Unit/Module/Outcome	1. Course/Unit/Module/Outcome 2. Course/Unit/Module/Outcome 3. Course/Unit/Module/Outcome 4. Course/Unit/Module/Outcome 5. Course/Unit/Module/Outcome 6. Course/Unit/Module/Outcome 7. Course/Unit/Module/Outcome 8. Course/Unit/Module/Outcome 9. Course/Unit/Module/Outcome 10. Course/Unit/Module/Outcome 11. Course/Unit/Module/Outcome 12. Course/Unit/Module/Outcome 13. Course/Unit/Module/Outcome 14. Course/Unit/Module/Outcome 15. Course/Unit/Module/Outcome 16. Course/Unit/Module/Outcome 17. Course/Unit/Module/Outcome 18. Course/Unit/Module/Outcome 19. Course/Unit/Module/Outcome 20. Course/Unit/Module/Outcome 21. Course/Unit/Module/Outcome 22. Course/Unit/Module/Outcome 23. Course/Unit/Module/Outcome 24. Course/Unit/Module/Outcome 25. Course/Unit/Module/Outcome 26. Course/Unit/Module/Outcome 27. Course/Unit/Module/Outcome 28. Course/Unit/Module/Outcome 29. Course/Unit/Module/Outcome 30. Course/Unit/Module/Outcome 31. Course/Unit/Module/Outcome 32. Course/Unit/Module/Outcome 33. Course/Unit/Module/Outcome 34. Course/Unit/Module/Outcome 35. Course/Unit/Module/Outcome 36. Course/Unit/Module/Outcome 37. Course/Unit/Module/Outcome 38. Course/Unit/Module/Outcome 39. Course/Unit/Module/Outcome 40. Course/Unit/Module/Outcome	1. Course/Unit/Module/Outcome 2. Course/Unit/Module/Outcome 3. Course/Unit/Module/Outcome 4. Course/Unit/Module/Outcome 5. Course/Unit/Module/Outcome 6. Course/Unit/Module/Outcome 7. Course/Unit/Module/Outcome 8. Course/Unit/Module/Outcome 9. Course/Unit/Module/Outcome 10. Course/Unit/Module/Outcome 11. Course/Unit/Module/Outcome 12. Course/Unit/Module/Outcome 13. Course/Unit/Module/Outcome 14. Course/Unit/Module/Outcome 15. Course/Unit/Module/Outcome 16. Course/Unit/Module/Outcome 17. Course/Unit/Module/Outcome 18. Course/Unit/Module/Outcome 19. Course/Unit/Module/Outcome 20. Course/Unit/Module/Outcome 21. Course/Unit/Module/Outcome 22. Course/Unit/Module/Outcome 23. Course/Unit/Module/Outcome 24. Course/Unit/Module/Outcome 25. Course/Unit/Module/Outcome 26. Course/Unit/Module/Outcome 27. Course/Unit/Module/Outcome 28. Course/Unit/Module/Outcome 29. Course/Unit/Module/Outcome 30. Course/Unit/Module/Outcome 31. Course/Unit/Module/Outcome 32. Course/Unit/Module/Outcome 33. Course/Unit/Module/Outcome 34. Course/Unit/Module/Outcome 35. Course/Unit/Module/Outcome 36. Course/Unit/Module/Outcome 37. Course/Unit/Module/Outcome 38. Course/Unit/Module/Outcome 39. Course/Unit/Module/Outcome 40. Course/Unit/Module/Outcome	20	20	A	30	30	1. All three key indicators = 1 Grade points A 2. All three key indicators = 2 Grade points B 3. All three key indicators = 3 Grade points C 4. All three indicators = 4
5	Teaching-Learning Process	1. Teaching-Learning Process 2. Teaching-Learning Process 3. Teaching-Learning Process 4. Teaching-Learning Process 5. Teaching-Learning Process 6. Teaching-Learning Process 7. Teaching-Learning Process 8. Teaching-Learning Process 9. Teaching-Learning Process 10. Teaching-Learning Process 11. Teaching-Learning Process 12. Teaching-Learning Process 13. Teaching-Learning Process 14. Teaching-Learning Process 15. Teaching-Learning Process 16. Teaching-Learning Process 17. Teaching-Learning Process 18. Teaching-Learning Process 19. Teaching-Learning Process 20. Teaching-Learning Process 21. Teaching-Learning Process 22. Teaching-Learning Process 23. Teaching-Learning Process 24. Teaching-Learning Process 25. Teaching-Learning Process 26. Teaching-Learning Process 27. Teaching-Learning Process 28. Teaching-Learning Process 29. Teaching-Learning Process 30. Teaching-Learning Process 31. Teaching-Learning Process 32. Teaching-Learning Process 33. Teaching-Learning Process 34. Teaching-Learning Process 35. Teaching-Learning Process 36. Teaching-Learning Process 37. Teaching-Learning Process 38. Teaching-Learning Process 39. Teaching-Learning Process 40. Teaching-Learning Process	1. Teaching-Learning Process 2. Teaching-Learning Process 3. Teaching-Learning Process 4. Teaching-Learning Process 5. Teaching-Learning Process 6. Teaching-Learning Process 7. Teaching-Learning Process 8. Teaching-Learning Process 9. Teaching-Learning Process 10. Teaching-Learning Process 11. Teaching-Learning Process 12. Teaching-Learning Process 13. Teaching-Learning Process 14. Teaching-Learning Process 15. Teaching-Learning Process 16. Teaching-Learning Process 17. Teaching-Learning Process 18. Teaching-Learning Process 19. Teaching-Learning Process 20. Teaching-Learning Process 21. Teaching-Learning Process 22. Teaching-Learning Process 23. Teaching-Learning Process 24. Teaching-Learning Process 25. Teaching-Learning Process 26. Teaching-Learning Process 27. Teaching-Learning Process 28. Teaching-Learning Process 29. Teaching-Learning Process 30. Teaching-Learning Process 31. Teaching-Learning Process 32. Teaching-Learning Process 33. Teaching-Learning Process 34. Teaching-Learning Process 35. Teaching-Learning Process 36. Teaching-Learning Process 37. Teaching-Learning Process 38. Teaching-Learning Process 39. Teaching-Learning Process 40. Teaching-Learning Process	30	30	B	100	100	1. All three key indicators = 1 Grade points A 2. All three key indicators = 2 Grade points B 3. All three key indicators = 3 Grade points C 4. All three indicators = 4

6	Teacher Profile and Quality	1. Report on Teachers/Coaches/ Workshops/ Guest Lecturers organized 2. Report on Participation in Teachers/Coaches/ Workshops/ Guest Lecturers/ invited talks 3. Awards and recognition 4. Participation in Short term Orientation/ Refresher courses/ FDPs 5. In-Channel Development/ MOOCs/ Massive Open Online Courses 6. Additional Qualifications acquired during the last two years	Report and Certification	10	30	C	30	30	1) Any five key indicators -1 Grade points/ A 2) Any three key indicators -2 Grade points/ B 3) Any two key indicators -3 Grade points/ C 4) Below two-4/D
7	Evolution Process and Refinement	1. Report on Formative Evaluation (CEE) 2. Assignment Critical, innovative, text book and internet based 3. Improvement in Summative evaluation 4. Monitoring Marks Register & Result Analysis report	Department wise reports regarding 1) Mid exams, Semester Reports, Assignment works, Projects and any other tasks of internal Assessment 2. Departmental Internal Marks Register for C/A verified by the Principal	20 20 3 1	50	A	90	90	1) All five key indicators -1 Grade points/ A 2) 4 key indicators -2 Grade points/ B 3) 3 key indicators -3 Grade points/ C 4) 2 key indicators -4/D
8	Student Performance and Learning Outcomes	1. Assessment and Assessment of Course Outcomes 2. Report on Student assessment/ Student demonstrations/ Projects/ mini 3. Report on activities like Quiz/ Group discussion/ Poster presentation (Course wise) 4. Report on Field trips (Course wise) 5. Report on Student Study projects (Course wise)	Course wise Reports	50-100	30	A	90	90	1) All five key indicators -1 Grade points/ A 2) 4 key indicators -2 Grade points/ B 3) 3 key indicators -3 Grade points/ C 4) Below two-4/D
III. RESEARCH, INNOVATIONS AND EXTENSION									
9	Building situation for Research (Govt./Non-Governmental Bodies)	1. Major Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of acceptance and award letters (For Current Year only) Letter Ongoing DR (Completed)	3 20 1	30	D	0	0	1) All three key indicators -1 Grade points/ A 2) Any two key indicators -2 Grade points/ B 3) Any one key indicator -3 Grade points/ C 4) No indicator -4/D
10	Research Publications and Awards	1. Papers Published in Journals/ Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author Note: A maximum of 3 publications in Scopus/ Web of Science/ ISI or UGC- CARE Listed journals/ Any book with ISBN shall be considered		10 11 12 1	30	D	0	0	1) All three key indicators -1 Grade points/ A 2) Any two key indicators -2 Grade points/ B 3) Any one key indicator -3 Grade points/ C 4) No indicator -4/D

		1. Research/Innovation of research work	2. Awards or recognition	10 10						
11	Extension activities	Academic Extension activities through SRC, Faculty Outreach (Certificate/ Thank/Telegram related)	Reports in the NAAC format	10			D	0		1. All three key indicators -1 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
		Engagement in activities related to community service a. Sensitizing the students about the value of Community Service b. Empowering the activity c. Assessment of 3 Programmes resulting in Community Service like (GDF, Swachh Bharat, USA etc)	Reports in the NAAC format	3+3	20		C	20	20	
12	Partnership, MoU & Collaborations with Govt and Non Govt related Organizations	1. Collaborations with University, Industry, NGO, Govt. etc. 2. Consultancy offered 3. Income generated through Consultancy	MoU - 5 points Consultancy offered - 10 Amount generated through Consultancy - 5 points	20	20		D	0	0	1. All three key indicators -1 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
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES										
13	Physical Facilities	1. Collaboration facilities in the Department/College 2. Use of Digital Classroom 3. Use of Virtual Classroom 4. Use of Lab & Use of Library 5. Plot usage 6. Maintenance of Departmental Library	Log books related to usage	20	20		A	60	60	1. Any four key indicators -1 Grade points A. 2. Any three key indicators -2 Grade points B. 3. Any two key indicators -1 Grade point C. 4. Below two indicators -0
V- ROLE IN STUDENT SUPPORT AND PROGRESSION										
14	Student Support	1. Counseling of students in Student Club/Teacher 2. Student Profile Collection 3. Seminar/workshop 4. Any other Study Material/Feedback 5. Academic guidance for the advanced learner offering suggestions/reference books 6. Encouraging the slow learners following study material (reference books) 7. Creating Networking Students for FDP/Journeys 8. Organizing Participation in Parents Teacher Meetings	Reports in the NAAC format	20 10 10 10	20		A	150	150	1. All three key indicators -1 Grade points A. 2. Any three key indicators -2 Grade points B. 3. Any two key indicators -1 Grade point C. 4. Below two -0
15	Student Progression	Progression/Programme/Grade wise student progression in Higher Education/employment/entrepreneurship	Reports in the NAAC format	20 10 10	20		B	20	20	1. All three key indicators -1 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
VI- ROLE IN INSTITUTIONAL GOVERNANCE										
16	Participation in Institutional Governance and Leadership	1. Contribution to Departmental Vision & Mission and Departmental Action Plan 2. Participation in different institutional committees and improvement of institutional image 3. Participation in different institutional services that focus on value based education 4. Contribution to EQAC quality assurance	Reports in the NAAC format	4+2+2	20		B	80	80	1. All three key indicators -1 Grade points A. 2. Any three key indicators -2 Grade points B. 3. Any two key indicators -1 Grade point C. 4. Below two -0
VII- BEST PRACTICES										
17	Best Practices	Model/innovative/Contribution of the Departmental Best practices/Innovation/ Best practices	Reports in the NAAC format	20	20		A	60	60	1. All three key indicators -1 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
Total Grade points				20	20		A	60	60	
				20	20			80	80	

Principal
Sri D.N.R. Govt. Degree College
For Women, PALAKOL - 534 200

T.S. Vijaya Lakshmi
(Contract Lecturer in chemistry)

Continuation of Quality Profile Commitments in College Education									
Appendix A: Assessment of Quality of Degree College (2021-22)									
Form: (A) To be filled by Faculty and posted on in website of the college									
District: WEST GODAVARI DT									
Area: <u>IT</u>									
Name of the College and Address: <u>SRI DNR HIDE RM PAVARU</u>									
Name of the Faculty: <u>V. PURISHA</u>									
Name of the Subject: <u>BOTANY</u>									
Date of Posting in Degree College Form: <u>21/08/2022</u>									
S/N	Key Indicators	Use of Key Indicators in the degree study as a proof of key indicators	Information to support all the key indicators	Self Report Score	Endorsement & Weightage (5% for Key Indicators)	Key Indicators Grade Points (20/20) (A=4, B=3, C=2, D=1)	Key Indicators When Weighted Grade Points (20/20) (A=4, B=3, C=2, D=1)	STRENGTH as per students' grading	Comments
1. CURRICULAR ASPECTS									
1	Curriculum Planning and Implementation (for Assessment Purposes - Efforts for Curriculum Review and Development in the curriculum)	Progression and Implementation of Curriculum: Academic Curriculum Plan 2 ☒ Curriculum 1 ☒ Curriculum 2 ☒ Curriculum 3 1. Active Participation in RBC	Course was built with Reports for the Academic Year Course was built with Reports for the Academic Year	25-30 25-30	30	A	90	90	1) All three key indicators -1 Grade points A 2) All three key indicators -1 Grade points B 3) All three key indicators -1 Grade points C 4) All three key indicators -1 Grade points D
2	Curriculum Periodicity/Transition	1. Additional inputs received in Curriculum of the course taught 2. Value added courses offered & completed in Certificate/Diploma 3. Add'l Course courses like MEXX	1. Additional inputs received in Curriculum of the course taught 2. Value added courses offered & completed in Certificate/Diploma 3. Add'l Course courses like MEXX	10 25-30	20	D	0	0	1) All three key indicators -1 Grade points A 2) All three key indicators -1 Grade points B 3) All three key indicators -1 Grade points C 4) All three key indicators -1 Grade points D
3	Feedback system	Feedback on Curriculum by Students ☒ Feedback by Faculty ☒ Feedback by Others	Course was built with a Report of Feedback 1. Additional Reports 2. Additional Reports	10	10	A	30	30	1) All three key indicators -1 Grade points A 2) All three key indicators -1 Grade points B 3) All three key indicators -1 Grade points C 4) All three key indicators -1 Grade points D
2. TEACHING, LEARNING & EVALUATION									
4	Catering to Student Diversity	☒ Report on grouping of students into Slow, Moderate and Advanced learners ☒ Course was specially designed for Slow, Moderate and Advanced learners ☒ Report on Course was Bridge Course conducted ☒ Report on Course was Remedial teaching conducted ☒ Report on Student interest in subject/semesters/Classes was ☒ Report on implementation of ICT in teaching and learning (Course was)	1. Course was built with Reports with data on students (Slow, Moderate and Advanced learners) 2. Course was built with Reports designed for Slow, Moderate and Advanced learners 3. Course was built with Reports on Bridge Course conducted 4. Course was built with Reports on Remedial teaching conducted	20 25-30	30	A	30	30	1) All three key indicators -1 Grade points A 2) All three key indicators -1 Grade points B 3) All three key indicators -1 Grade points C 4) All three key indicators -1 Grade points D
5	Teaching/Learning Process	☒ Report on implementation of Computer/Internet assisted learning (Course was) 1. Report on the Use of LMS (Course was) 2. Commitment for the development of LMS in the concerned subject 3. Report on innovation and Research/ Study used	Course was built with Reports	10	10	B	100	100	1) All three key indicators -1 Grade points A 2) All three key indicators -1 Grade points B 3) All three key indicators -1 Grade points C 4) All three key indicators -1 Grade points D

6	Teacher Profile and Quality	1. Report on Seminars/Workshops/Conferences attended 2. Report on Participation in Seminars/Conferences/Workshops/Conferences/Workshops 3. Awards and Recognition 4. Participation in Short-term Orientation/Refresher courses/ETPs 5. In-Service Development (MCO's/Measure/Qualitative Courses) 6. Additional Qualifications acquired during the last five years	Reports and Certificates	30	20	C	30	30	1) All five key indicators -1 Grade points A 2) All five key indicators -2 Grade points B 3) Any two key indicators -1 Grade points C 4) Below two-0/D
7	Teaching Process and Methods	1. Report on Formative Evaluation (RFE) 2. Assignments/Classroom, Interactive, self-based and Internet based 3. Involvement in Summative evaluation 4. Monitoring Marks Register & Student Analysis register	Department wise reports regarding 1. Mid exams, Seminar Reports, Assignments books, Projects and any other tools of internal assessment 2. Departmental Internal Marks Register for CIA 3. verified by the Principal	30 30 1 3	20	A	90	90	1) All five key indicators Merit -3 Grade points A 2) Merit 1, 2, 3, 4 -2 Grade points B 3) Merit 1, 2, 3 -1 Grade points C 4) Below two-0/D
8	Student Performance and Learning Outcomes	1. Announcement and Assessment of Course Outcomes 2. Report on Student seminars/Student demonstrations 3. Course work 4. Report on activities like Quiz, Group discussions, Poster presentation -Course work 5. Report on Field trip -Course work 6. Report on Student Study projects -Course work	Course work Reports	Self-30	20	A	90	90	1) All five key indicators -1 Grade points A 2) Five KI Merit and any three other -1 Grade points B 3) Five KI Merit and any two other -1 Grade points C 4) Below two-0/D
III-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental Bodies)	1. Major Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of invitation and award letters etc. Current Year only Other Ongoing (All Completed)	1 30 1	20	D	0	0	1) All three key indicators -3 Grade points A 2) Any two key indicators -1 Grade points B 3) Any one key indicator -1 Grade points C 4) No Indicator-0/D
10	Research Publications and Awards	1. Papers Published in Journals - Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Science/Work of Science/IT or UGC - CARE Listed journals/Any book with ISBN shall be considered.)		10 10 10 1	20	D	0	0	1) Any three key indicators -3 Grade points A 2) Any two key indicators -1 Grade points B 3) Any one key indicator -1 Grade points C 4) No Indicator-0/D

11	Extension Activities	5. Research Outlayings 6. Awards in recognition of research work	10	20	D	0	0	1. All three key indicators +1 Grade points A 2. Any two key indicators +1 Grade points B 3. Any one key indicator +1 Grade points C 4. Below two indicators +0
		Academic Extension activities through SRC Faculty Outreach (Certificate, Skill Development related)	10					
12	Professional Visit to Collaborative with Govt and Non Governmental Organizations	8. Involvement in activities related to community service 9. Sensitizing the students about the value of Community Service 10. Organizing the activity 11. A minimum of 4 Programs/Outreach in Community Service like FDP/ Short Term Work (STW) etc	20 20	20	C	20	20	1. All three key indicators +1 Grade points A 2. Any two key indicators +1 Grade points B 3. Any one key indicator +1 Grade points C 4. Below two indicators +0
		12. Collaboration with University/ Industry/NGO Any other Agency 13. Consultancy offered 14. Amount generated through Consultancy	10 10					
IV - ONE OF INFRASTRUCTURE & LEARNING RESOURCES								
13	Physical Facilities	15. Infrastructure facilities in the Department/ College a) Use of Digital Classroom b) Use of Virtual Classroom c) Use of Lab & Use of Library d) High speed e) Maintenance of Departmental Library	20 20	30	A	60	60	1. Any four key indicators +1 Grade points A 2. Any three key indicators +1 Grade points B 3. Any two key indicators +1 Grade points C 4. Below two indicators +0
V- ROLE IN STUDENT SUPPORT AND PROMOTION								
14	Student Support	16. Counseling of students in Matter Class teacher a) Student Profile Collection b) Semester wise updates and monitoring c) With other faculty Member Guidance d) Academic guidance for the advanced learner offering suggestions/reference books e) Monitoring the class members offering study material support books f) Guiding Incoming Students for CIP/Internship g) Organizing Participation in Events Teacher Meetings	20 10 10 10	30	A	150	150	1. All Four key indicators +1 Grade points A 2. Any Three key indicators +1 Grade points B 3. Any Two key indicators +1 Grade points C 4. Below two indicators +0
15	Student Progression	17. Progression Program/ Career plan students progression in Higher Education/Employment/Entrepreneurship	10 10 10	30	B	20	20	1. All three key indicators +1 Grade points A 2. Any two key indicators +1 Grade points B 3. Any one key indicator +1 Grade points C 4. Below two indicators +0
VI- ROLE IN INSTITUTIONAL GOVERNANCE								
16	Participation in Decisional Processes and Leadership	18. Participation in Departmental, Faculty & Mission and Departmental Forum Plan 19. Participation in different institutional occasions and organization of institutional events 20. Participation in different international activities that focus on Value Based education 21. Contribution to UGC quality assurance	20 20 20	40	B	80	80	1. All Four key indicators +1 Grade points A 2. Any Three key indicators +1 Grade points B 3. Any Two key indicators +1 Grade points C 4. Below two indicators +0
VII- BEST PRACTICES								
17	Best Practices	22. Model lesson plan/ Contribution to the Departmental Best practices/Innovative/ Best practices	20 20	20	A	60	60	1. All Three key indicators +1 Grade points A 2. Any two key indicators +1 Grade points B 3. Any one key indicator +1 Grade points C 4. Below two indicators +0
Total Grade points			100	80	80	80	80	

Name & Signature of the Principal

Principal
Sri D.N.R. Govt. Degree College
For Women, PALAROL - 504 260

V. Sarisha
(Contract Lecturer in Botany)

Name & Signature of the Academic Advisor

University of Eastern Pradesh (UEP) - Department of Higher Education									
Academic & Administrative Audit of Degree Colleges (2024-25)									
Form - II (A) To be filled by Faculty and headed over to Academic Audit Unit									
College		District		Date of Examination					
Name of the College and Address		Name of the Examinee		Examination Fee		Examination Date		Examination Time	
Name of the Subject		Name of the Examinee		Examination Fee		Examination Date		Examination Time	
Date of Issuing of Degree Certificate		Date of Issuing of Degree Certificate		Date of Issuing of Degree Certificate		Date of Issuing of Degree Certificate		Date of Issuing of Degree Certificate	
S.No.	Key Indicator	List of Documents to be kept ready as a proof of Key Indicator	Information to support of the Key Indicator	Key Indicator Score	Performance of the Examinee (%)	Key Indicator Score (0-10)	Key Indicator Score (0-10)	Key Indicator Score (0-10)	Comments
CURRICULAR ASPECTS									
1	Curriculum Planning and Implementation for Academic College: Officers for Curriculum Design and Development in the institution	Preparation and Implementation of Academic Calendar, Curriculum Plan, Course Objectives & Outcomes 6. Planning Chart 7. Action Plan 8. Action Plan in BOD	Course-wise/Year-wise Reports for the Academic Year Course-wise/Year-wise Reports for the Academic Year Course-wise/Year-wise Reports for the Academic Year	25-30	10	A	90	90	1. All three key indicators +1 Grade points A. 2. All three key indicators +2 Grade points B. 3. All three key indicators +3 Grade points C. 4. No indicator +0D
2	Curriculum Planning and Implementation for Academic College: Officers for Curriculum Design and Development in the institution	1. Academic report related to Curriculum of the courses taught 2. Extra added courses offered & completed & Certificate 3. Extra added courses like MOOCs	1. Report on Certificate Diploma 2. Extra added courses like MOOCs	25-30	10	C	20	20	1. All three key indicators +1 Grade points B. 2. All three key indicators +2 Grade points C. 3. All three key indicators +3 Grade points D. 4. No indicator +0D
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course-wise/Year-wise Reports of Feedback Self-reflection Reports Course-wise Report	10	10	A	30	30	1. All three key indicators +1 Grade points A. 2. All three key indicators +2 Grade points B. 3. All three key indicators +3 Grade points C. 4. No indicator +0D
TEACHING, LEARNING & EVALUATION									
4	Catering to Student Diversity	1. Report on grouping of students into Slow, Moderate and Advanced learners 2. Course-wise/Year-wise designed for Slow, Moderate and Advanced learners	1. Course-wise/Year-wise Reports with data of students (Slow, Moderate and Advanced learners) 2. Course-wise/Year-wise Academic designed for Slow, Moderate and Advanced learners	10	10	A	30	30	1. All three key indicators +1 Grade points A. 2. All three key indicators +2 Grade points B. 3. All three key indicators +3 Grade points C. 4. No indicator +0D
5	Teaching-Learning Process	1. Report on student centered methods implemented (Course-wise) 2. Report on implementation of ICT in teaching and learning (Course-wise) 3. Report on implementation of Computer/Internet assisted learning (Course-wise) 4. Report on the use of LMS tools (Course-wise) 5. Contribution for the development of LMS in the institution	1. Course-wise/Year-wise Reports for Bridge Course Conducted 2. Course-wise/Year-wise Report on Remedial conducted	10	10	A	30	30	1. All three key indicators +1 Grade points A. 2. All three key indicators +2 Grade points B. 3. All three key indicators +3 Grade points C. 4. No indicator +0D
6	Teaching-Learning Process	1. Report on student centered methods implemented (Course-wise) 2. Report on implementation of ICT in teaching and learning (Course-wise) 3. Report on implementation of Computer/Internet assisted learning (Course-wise) 4. Report on the use of LMS tools (Course-wise) 5. Contribution for the development of LMS in the institution	Course-wise/Year-wise Reports	10	10	B	100	100	1. All three key indicators +1 Grade points A. 2. All three key indicators +2 Grade points B. 3. All three key indicators +3 Grade points C. 4. No indicator +0D

6	Teacher Profile and Quality	1. Report on Seminars/Conferences/Workshops/ Guest Lectures organized 2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ invited talks 3. Awards and recognition 4. Participation in Student Orientation/ Teacher courses/ FDPs 5. E-Content Development/ MOOCs/ Massive Open Online Courses 6. Additional Qualifications acquired during the last two years	Reports and Certificates	30	30	C	30	30	1. Any three key indicators +1 Grade points/ 2. Any three key indicators +2 Grade points/ 3. Any one key indicator +1 Grade point/ 4. Before year-05
7	Evaluation Process and Review	1. Report on Feedback Evaluation (FUE) 2. Assessment/ Credit, Improvement, Add back and Internal Review 3. Final report on Assessment evaluation 4. Monitoring Marks Register & Student Analysis report	Department wise reports regarding a) Mid exams, Semester Reports, Assignments, Tests, Projects and any other work of General Assessment b) Departmental Internal Marks Register for UAN verified by the Principal	10 10 5 5	30	A	90	90	1. All five key indicators +1 Grade points/ 2. All five key indicators +2 Grade points/ 3. All five key indicators +3 Grade points/ 4. All five key indicators +4 Grade points/ 5. All five key indicators +5 Grade points/ 6. All five key indicators +6 Grade points/ 7. All five key indicators +7 Grade points/ 8. All five key indicators +8 Grade points/ 9. All five key indicators +9 Grade points/ 10. All five key indicators +10 Grade points
8	Student Performance and Learning Outcomes	1. Assessment and Achievement of Learning Outcomes 2. Report on Student outcomes/ Student Satisfaction/ Group work 3. Difference between the Qual Group documents/ Final presentation/ Course work 4. Report on Feedback (Course work) 5. Report on Student Study projects (Course work)	Course work Reports	10+30	30	A	90	90	1. All five key indicators +1 Grade points/ 2. All five key indicators +2 Grade points/ 3. All five key indicators +3 Grade points/ 4. All five key indicators +4 Grade points/ 5. All five key indicators +5 Grade points/ 6. All five key indicators +6 Grade points/ 7. All five key indicators +7 Grade points/ 8. All five key indicators +8 Grade points/ 9. All five key indicators +9 Grade points/ 10. All five key indicators +10 Grade points
IX-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt./Non-Governmental/Student)	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	Letter of commission and award letters (for Current Year only) Other Ongoing OR Completed	5 10 5	20	D	0		1. All three key indicators +1 Grade points/ 2. Any two key indicators +2 Grade points/ 3. Any one key indicator +1 Grade point/ 4. No indicator-05
10	Research Publications and Awards	1. Papers Published in Journals/ Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author Note: A maximum of 3 publications in Scopus/ Web of Science/ ISI or ISI/ C.A.B. Indexed journals/ Any book with ISBN shall be considered		10 10 10 5	30	D	0		1. Any three key indicators +1 Grade points/ 2. Any two key indicators +2 Grade points/ 3. Any one key indicator +1 Grade point/ 4. No indicator-05

Government of Andhra Pradesh Department of Higher Education Academic & Administrative Audit of Degree Colleges (2022-23) Format - III(b) To be Filled by Faculty and headed over to Academic Officer									
FORMAT - III(b) ACADEMIC AUDIT FORMAT FOR PHYSICAL DIRECTORS									
Date: 11		District: West Godavari							
Name of the College and Address		SRI DNR Govt Degree College (W)							
Name of the Lecturer		L. Ramesh							
Name of the Subject		Lecturer in Physical Education							
Date of Joining at Degree		18-03-2022							
		Date of Assessment				31-08-2026			
S.No	Key Indicator	List of Key documents to be kept ready as a proof of Key Indicator	Information to support of the key indicator	Key Aspect Score	Performance & Weightage (Wt) for Key Indicator	Key Indicator Grade Points (KIGP) (A=3, B=2, C=1)	Key Indicator Weighted Grade Points (KIWGP) = KIGP X Wt	KIWGP as per Academic Officer's grading	Guidelines
1	Curriculum for various Games & Sports	Syllabus for Various Games/Sports taught Lesson plans for Teaching/Coaching Time Table/Schedule	Records for the Academic Year Records for support Records for support	20 20 20	50	C	10	10	points/A 1)Any two key indicators =2 Grade points/B 1)Any one key indicator =1 Grade points/C
2	Teaching/Coaching Diary	Day wise or Session wise 1 Track & Field 2 Games 3 Yoga or any other Field	Class course was Validation by IQAC and verified by Principal	30	30	A	90	90	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=0/0
3	Reports of Various events conducted in the College	Annual Sports Competition Inter-Collegiate tournaments Sports Day International Day of Yoga	Register and Records event was Validation by IQAC and verified by Principal	50	50	A	150	150	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	Being invited to give coaching for teams	1. University level teams 2. State level 3. National	Letter of appointment and attendance certificates	5 5 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
5	Being nominated as Manager for teams/Member of the selection Committee	1. University level teams 2. State level 3. National	Letter of appointment and attendance certificates	5 5 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

A	Teacher Profile and Quality	1. Report on Seminars/Conferences/Workshops/ Guest Lectures/ Certification Courses in Yoga/ Fitness etc. organized 2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ Invited talks 3. Academic and recognition/Stat/National level 4. Participation in Short term/ Orientation/ Workshop courses/IDPs 5. Additional Qualifications acquired during the academic year	Reports and Certificates Validation by IQAC and verified by Principal	10	50	B	40	40	1) All five key indicators = 3 Grade points/A 2) Any three key indicators = 2 Grade points/B 3) Any two key indicators = 1 Grade point/C
7	Institution strategies Participation in External competitions	Invitation examinations Inter-Collegiate tournaments Inter University tournaments National level tournaments International level tournaments	Course/ seminar/ work reports Records Validation by IQAC and verified by Principal	10 10 10 10 10	50	—	0	0	1) All four key indicators = 3 Grade points/A 2) Matrix 1, 2, 4 = 2 Grade points/B 3) Matrix 1, 2, 3 = 1 Grade point/C 4) Below two = D
8	Utilization of Sports and Physical Infrastructure by students	1. Plan of sports facility/equipment 2. Indoor facilities 3. Gymnasium 4. Yoga Hall etc.	Log Books related to Usage Validation by IQAC and verified by Principal	10 10 10 10 10	40	A	120	120	1) All four key indicators = 3 Grade points/A 2) Any three key indicators = 2 Grade points/B 3) Any two key indicators = 1 Grade point/C 4) Any one key indicator = 0 Grade point/D
9	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author (Note: A maximum of 3 publications in Scopus or UGC-CARE Listed journals/Any book with ISBN shall be considered) 5. Research Grantship 6. Awards in recognition of research work	Reports and Certificates Validation by IQAC and verified by Principal	10 10 10 10 10 10	40	—	0	0	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 = D
10	Functional MoU's Collaborations with Govt and Non Governmental Organizations	1. Collaboration with University Sports Department/ Sports Industry/ District Sports Authority or Any other Sports Agency 2. Fitness Clubs	Reports and Certificates Validation by IQAC and verified by Principal	10	10	—	0	0	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 = D

11	Upgradation of Sports and Physical Training Infrastructure with scientific and technological aspects	Upgradation of Infrastructural facilities in the Department College a) Gym, Library and Field/Equipment b) Gym & Fitness center c) Yoga & Meditation Hall d) Indoor stadium e) Physics Fitness Labs f) Maintenance of Departmental Library	Reports and Documents Validation by IQAC and verified by Principal	60	60	C	10	10	1) All three key indicators = 3 Grade points/A 2) Any three key indicators = 2 Grade points/B 3) Any two key indicators = 1 Grade point/C 4) Below two indicators = 0/D
12	Students Feedback	Feedback on Curriculum Activities (Course wise students) A) Collected B) Analyzed C) Action taken	Course wise (Sem wise) a) Reports of feed back b) Analysis Report c) Action taken Report Validation by IQAC and verified by Principal	10	10				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 indicators = 0/D
13	Assessment in College administration: 1) Governance related work including work done during seminars 2) Quality aspects 3) examinations and 4) extracurricular activities 5) Grading/Monitoring Students for CSP Internship	Report on involvement in various administrative works /Assignments	Reports and Letters Validation by IQAC and verified by Principal	30 (2x15)	20	A	60	60	1) All Three key indicators = 3 Grade points/A 2) Any Three key indicators = 2 Grade points/B 3) Any Two key indicator = 1 Grade point/C
14	Best Practices	Identification and Contribution to a) The Department b) The Institution c) Helping the Institution for developing discipline and values system <i>Chelini</i>	Reports and Log Books Validation by IQAC and verified by Principal	20	20	C	20	20	1) All Three key indicators = 3 Grade points/A 2) Any two key indicator = 2 Grade points/B 3) Any one indicator = 1 Grade point/C
Total Grade points				100	100				

Name & Signature of the Principal

Name & Signature of the Academic advisors

1)
2)
3)

Sri D. N. G. GOVIL Unjive College
For Women, PALAKOL - 534 200

Approved Director
(L. Ramaswamy)

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6	Teacher Profile and Quality	1. Report on Seminars/Conferences/Workshops/ Guest Lectures organized 2. Report on Publications in Seminars/Conferences/Workshops/ Guest Lectures invited talks 3. Awards and recognition 4. Participation in Short term Orientation/ Refresher courses/ITPs 5. E-Content Development/ MOOCs (Massive Open Online Courses) 6. Additional Qualifications acquired during the last five years	Report and Certification	30	30	C	30	30	1) All five key indicators +1 Grade points A 2) All three key indicators +2 Grade points B 3) All two key indicators +1 Grade points C 4) Below two key indicators
7	Evaluation Process and Review	1. Report on Formative Evaluation (FCE) 2. Self-assessment/ Critical, Introductory, mid-term and External Review 3. Self-revision of formative evaluation 4. Monitoring Marks/ Report & Remedial Analysis register	Department wise reports regarding 1. Mid exams, Semester Reports, Assignment tests, Projects and any other tests of Internal Assessment 2. Developmental Internal Marks/ Report for CIA 3. Verified by the Principal	10 10 2 3	30	A 2	90	A	1) All five key indicators +3 Grade points A 2) All three key indicators +2 Grade points B 3) All two key indicators +1 Grade points C 4) Below two key indicators
8	Student Performance and Learning Outcomes	1. Achievement and Attainment of Course Outcomes 2. Report on Student outcomes/ Student discussion/ assignments/ Projects 3. Report on activities like Quiz/ Group discussion/ Poster presentation/ (Course work) 4. Report on Field trips (Course work) 5. Report on Student Study projects (Course work)	Course wise Reports	50-60	30	C	30	30	1) All five key indicators +1 Grade points A 2) All three key indicators +2 Grade points B 3) All two key indicators +1 Grade points C 4) Below two key indicators
III-RESEARCH, INNOVATIONS AND EXTENSION									
9	Working offered for Research (Short Term/Conventional/ Batches)	1. Short Research Projects 2. Major Research Projects 3. Conventional Projects	Letter of invitation and award letter/ One Current Year only/ Other Ongoing/ OR Completed	5 10 5	20	D	0	0	1) All three key indicators +3 Grade points A 2) All two key indicators +2 Grade points B 3) All one key indicator +1 Grade points C 4) No indicator +0 D
10	Research Publications and Awards	1. Papers Published in Journals/ Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-editor Note: A maximum of 7 publications in Scopus/ Web of Science/ ISI or IJOC/ CASB listed journals/ any book with ISBN shall be considered		10 15 10 5	40	D	0	0	1) All three key indicators +3 Grade points A 2) All two key indicators +2 Grade points B 3) All one key indicator +1 Grade points C 4) No indicator +0 D

	1) Research / teaching 2) Awards in recognition of research work Awards in recognition of research through DRU Faculty Award A certificate from the awarding body	Reports in the NAAC format	20		C	10	10	Total three key indicators - 3 Grade points A 2 play two key indicators - 1 Grade point B 1 play one key indicator - 1 Grade point C 4th indicator = 0 D	
11	Executive Activities	Involvement in activities related to community service 1) Spreading the students about the value of Community Service 2) Organizing for activity 3) A maximum of 7 Programs resulting in Community Service like CSR Scheme (Rural CRA etc.)	Reports in the NAAC format	5+5	20	C	10	10	
12	Partnership With Govt and Non Governmental Organizations	1) Collaboration with University Industry GOVT Any other Agency 2) Consultancy offered 3) Amount generated through Consultancy	Total - 5 points Consultancy offered - 20 Amount generated through Consultancy - 5 points	20	20	D	0	0	
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
13	Physical Facilities	Infrastructure facilities in the Department College a. Use of Digital Classroom b. Use of Virtual Classroom c. Use of Labs / One of Library d. Single stage e. Maintenance of Departmental Library	Log books related to usage	20	20	A	60	60	
V- ROLE IN STUDENT SUPPORT AND PROGRESS									
14	Student Support	1) Counseling of students in Matter Class teacher a. Student Profile Cardsheet b. Semester wise syllabus and recommendation c. Give other Study Material Guidance d. Academic guidance for the advanced learner offering suggestions/references needed e. Providing the class session offering study material question banks f. Guiding/Monitoring Students for CSF Internship g. Organizing Participation in Parent Teacher Meetings	Reports in the NAAC format	20	10	10	A	150	150
15	Student Progression	Report on Progression/Course work student progression in all higher education / Employment / Entrepreneurship	Reports in the NAAC format	10	10	10	C	30	30
VI- ROLE IN PROFESSIONAL GOVERNANCE									
16	Participation in Institutional Governance and Leadership	a. Contribution to Departmental Vision & Mission and Departmental Action Plan b. Active presence in address institutional constraints and improvement of academic aspects c. Participation in different institutional activities that focus on Value based education d. Contribution to IQAC quality initiatives	Reports in the NAAC format	As 10	40	A	120	120	
VII- BEST PRACTICES									
17	Best Practices	Identification and Documentation of The Departmental Best practices/Institutional best practices	Reports in the NAAC format	20	20	A	60	60	
Total Grade points				200	200	A	870	870	

Principal
Sri D.N.R. Govt. Degree College
For Women, PALAKOL - 554 260

Name & Signature of the Applicant: _____

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6	Teacher Profile and Quality	- Report on Seminars/Conferences/Workshops/ Guest Lectures organized - Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures/ invited talks - Awards and recognition - Participation in Short term Orientation/ Refresher courses/CPDs - E-Content Development: MOOCs (Massive Open Online Courses) - Additional Qualifications acquired during the last one year	Reports and Certificates	30	30	A	90	90	1) All five key indicators ->1 Grade points/ 2) Any three key indicators ->1 Grade points/ 3) Any two key indicators ->1 Grade points/ 4) Below two(00)
7	Evaluation Process and Systems	- Report on Formative Evaluation (CFE) - Changes made in Internal, External, seat Book and Internet based - Effectiveness in Summative evaluation - Assessing Marks Register & Result Analysis register	Department wise reports regarding 1. Mid exams, Session Reports, Assignment books, Projects and any other work of Internal Assessment 2. Departmental Internal Marks Register for CIA verified by the Principal	30 10 5 5	30	A	90	90	1) All five key indicators ->1 Grade points/ 2) All three key indicators ->1 Grade points/ 3) All two key indicators ->1 Grade points/ 4) Below two(00)
8	Student Performance and Learning Outcomes	- Assessment and Placement of Course Outcomes - Report on Student academic Student Demonstrations - Report on activities like Quiz/Group Discussion/ Poster presentation / Course work - Report on Field trips (Course work) - Report on Student Study projects (Course work)	Course work Reports	140+30	30	B	60	60	1) All five key indicators ->1 Grade points/ 2) All three key indicators and any three other ->1 Grade points/ 3) All two key indicators and any two other ->1 Grade points/ 4) Below two(00)
IX-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt, Non-Governmental/Student)	- Major Research Projects - Minor Research Projects - University Projects	Letter of intimation and award letters (for Current Year only) Either Ongoing OR Completed)	5 10 5	20	D	0	0	1) All three key indicators ->1 Grade points/ 2) Any two key indicators ->1 Grade points/ 3) Any one key indicator ->1 Grade points/ 4) No indicator=00
10	Research Publications and Awards	- Papers Published in Journals - Chapters published in edited volumes - Books published as single author - Books published as Co-Author - Papers/Chapters published as Co-Author - Where 4 maximum of 4 publications in Scopus/Web of Science/ ISI or UGC CARE Listed journals/ key book with ISBN shall be considered		30 15 10 5	60	B	30	30	1) All three key indicators ->1 Grade points/ 2) Any two key indicators ->1 Grade points/ 3) Any one key indicator ->1 Grade points/ 4) No indicator=00

University of Eastern Finland (University of Jyväskylä)									
Faculty of Education, Department of Education									
Course: <u>EDU-50100: Educational Research Methods</u>									
Teacher: <u>Dr. Jukka-Pekka Vartiainen</u>									
Student: <u>Arja Vartiainen</u>									
Date of writing: <u>20.05.2024</u>									
S.No.	Key Indicator	List of How documents to be kept ready as a proof of Key Indicator	Information to support of the key indicator	Key Indicator Score	Performance of Student (S) for Key Indicator	Key Indicator Grade Points (G) (S, B, C, D, E, F, G)	Key Indicator Weight (W) (S, B, C, D, E, F, G)	Key Indicator Weighted Grade Points (S, B, C, D, E, F, G)	Comments
A-CURRENT ASPECTS									
1	Curriculum Planning and Implementation (for Academic College) - Efforts for Curriculum Design and Development in the institution	1. Academic Calendar 2. Course Plan 3. Course Syllabus 4. Additional inputs related to Curriculum of the courses taught	Course work/Time spent Reports for the Academic Year 2023-24	10	A	60	60	60	1. All three key indicators -1 Grade points A, 2. All three key indicators -2 Grade points B, 3. All three key indicators -3 Grade points C, 4. No indicator -4 D
2	Curriculum Planning and Implementation (for Academic College) - Efforts for Curriculum Design and Development in the institution	1. Additional inputs related to Curriculum of the courses taught 2. Additional inputs related to Curriculum of the courses taught 3. Additional inputs related to Curriculum of the courses taught	Course work/Time spent Reports for the Academic Year 2023-24	10	C	10	10	10	1. All three key indicators -1 Grade points A, 2. All three key indicators -2 Grade points B, 3. All three key indicators -3 Grade points C, 4. No indicator -4 D
3	Feedback system	Feedback in Curriculum by Students a) Collected b) Analyzed c) Action taken	Course work/Time spent Reports for the Academic Year 2023-24	10	A	30	30	30	1. All three key indicators -1 Grade points A, 2. All three key indicators -2 Grade points B, 3. All three key indicators -3 Grade points C, 4. No indicator -4 D
B-TEACHING, LEARNING & EVALUATION									
4	Learning to Student Diversity	1. Report on grouping of students into Slow, Moderate and Advanced learners 2. Course work activities designed for Slow, Moderate and Advanced learners	Course work/Time spent Reports for the Academic Year 2023-24	10	A	60	60	60	1. All three key indicators -1 Grade points A, 2. All three key indicators -2 Grade points B, 3. All three key indicators -3 Grade points C, 4. No indicator -4 D
5	Teaching-Learning Process	1. Report on student centered methods implemented (Course work) 2. Report on implementation of ICT in teaching and learning (Course work) 3. Report on implementation of Computer based learning (Course work) 4. Report on the use of LMS tools (Course work) 5. Course material for the development of LMS in the concerned field 6. Report on assessment methodology (Course work)	Course work/Time spent Reports for the Academic Year 2023-24	10	B	100	100	100	1. All three key indicators -1 Grade points A, 2. All three key indicators -2 Grade points B, 3. All three key indicators -3 Grade points C, 4. No indicator -4 D

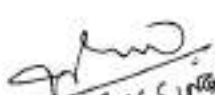
6	Teacher Profile and Quality	1. Report on Seminars/Conferences/Workshops/ Guest Lectures organized 2. Report on Participation in Seminars/Conferences/Workshops/ Guest Lectures attended 3. Awards and recognitions 4. Participation in Short-term Orientation/ Teacher training/TPs 5. In-Course Development: MDCOs (Master's Open Online Courses) 6. Academic Qualifications acquired during the last two years	Reports and Certificates	30	30	B	60	60	1) All five key indicators +2 Grade points/A 2) All three key indicators +1 Grade points/B 3) Any two key indicators +1 Grade points/C 4) Below two+0/D
7	Evaluation Process and Ratings	1. Report on Feedback Evaluation (S, R, E) 2. Engagement-Critical, constructive, and honest 3. Feedback given in Satisfaction evaluation 4. Monitoring Marks Register & Result Analysis register	1. Proprietors write reports regarding 2. All exams, Seminar Reports, Assignments, Quizzes, Projects and any other tasks of Internal Assessment 3. Departmental Internal Marks Register For CIA 4. Verified by the Principal	20 20 1 1	20	A	90	90	1) All five key indicators +2 Grade points/A 2) All three key indicators +1 Grade points/B 3) All two key indicators +1 Grade points/C 4) Below two+0/D
8	Student Performance and Learning Outcomes	1. Achievement and Attainment of Course Outcomes 2. Report on Student interview/ Student Dissatisfaction Survey (if any) 3. Report on activities like Quiz Group discussion/ Poster presentation (Course wise) 4. Report on Field trips (Course wise) 5. Report on Student Study projects (Course wise)	Course wise Reports	50+30	30	A	90	90	1) All five key indicators +1 Grade points/A 2) Four K2 Metrics and any three other +1 Grade points/B 3) Three K2 Metrics and any two other +1 Grade points/C 4) Below two+0/D
IX-RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research Grant/ Non-Governmental Bodies	1. Minor Research Projects 2. Major Research Projects 3. Consultancy Projects	- Letter of intimation and award letters (For Current Year only) - Letter Doping OR Completed	5 10 5	20	D	0	0	1) All three key indicators +5 Grade points/A 2) Any two key indicators +1 Grade points/B 3) Any one key indicator +1 Grade points/C 4) No Indicator+0/D
10	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author 5. Note: A maximum of 3 publications in Scopus/Web of Science/ JCR or UGC-CARE Listed journals/any book with ISBN shall be considered	10 15 10 5	30	D	0	0	1) All three key indicators +2 Grade points/A 2) Any two key indicators +1 Grade points/B 3) Any one key indicator +1 Grade points/C 4) No Indicator+0/D	

		1. Research Guiding of research work	2. Awards in recognition of research work	10 20					
11	Extension Activities	Academic Extension activities through DRG Faculty Outreach (Curriculum, Skill/Domain related)	Reports in the NAAC format	10		D	0	0	1) All three key indicators - 3 Grade points A 2) All two key indicators - 2 Grade points B 3) Any one key indicator - 1 Grade point C 4) No Indicator - 0D
		Development in activities related to community service a. Sensitizing the students about the value of Community Service b. Organizing the activity c. A maximum of 1 Programmes resulting in Community Service like CDR/Health Checkup/RA etc	Reports in the NAAC format	5-1	20	C	20	20	
12	International MoUs & Collaborations with Govt and Non Governmental Organizations	1. Collaborations with University Industry NGOs Any other Agency 2. Consultancy offered 3. Amount generated through Consultancy	1) MoU - 1 points Consultancy offered - 10 Amount generated through Consultancy - 5 points	20	20	C	05	05	1) All three key indicators - 3 Grade points A 2) All two key indicators - 2 Grade points B 3) Any one key indicator - 1 Grade point C 4) No Indicator - 0D
IV - USE OF INFRASTRUCTURE & LEARNING RESOURCES									
13	Physical Facilities	1) Adequate facilities in the Department/Campus 2) Use of Digital Classroom 3) Use of Virtual Classroom 4) Use of Library 5) High speed Internet usage 6) Maintenance of Departmental Library	Log books related to usage	10	20	A	60	60	1) All three key indicators - 3 Grade points A 2) All two key indicators - 2 Grade points B 3) Any one key indicator - 1 Grade point C 4) Below two indicators - 0D
V- BOLD IN STUDENT SUPPORT AND PROGRESSION									
14	Student Support	1) Counseling of students as Mentor Class teacher 2) Student Profile Collection 3) Career and motivation 4) Any other Study Material Guidance 5) Academic guidance for the advanced learner offering (passionate reference books) 6) Rebuilding the slow learners offering study material (reference books) 7) Guiding/Informing Students for CDP Internship 8) Organizing/Participating in Parent Teacher Meetings	Reports in the NAAC format	20 10 10 10 10	20	A	150	150	1) All four key indicators - 4 Grade points A 2) Any Three key indicators - 3 Grade points B 3) Any Two key indicators - 1 Grade point C 4) Below two indicators - 0D
15	Student Progression	1) Report on Progression/Course work/Student progression in Higher Education & Employment/Entrepreneurship	Reports in the NAAC format	10 10 10	20	A	90	90	1) All three key indicators - 3 Grade points A 2) All two key indicators - 2 Grade points B 3) Any one key indicator - 1 Grade point C 4) No Indicator - 0D
VI- ROLE OF INSTITUTIONAL GOVERNANCE									
16	Participation in Institutional Governance and Leadership	1) Contribution to Departmental Vision & Mission and Departmental Action Plan 2) Participation in a) Formal institutional committees and organizations of universities/colleges 3) Participation in different institutional activities that focus on higher level education 4) Contribution to IQAC quality indicators	Reports in the NAAC format	4-10	20	A	120	120	1) All Three key indicators - 3 Grade points A 2) All Two key indicators - 2 Grade points B 3) Any Two key indicators - 1 Grade point C 4) Below two key indicators - 0D
VII- BEST PRACTICES									
17	Best Practices	1) Identification and Contributions to a) for Departmental Best practices/Institutional Best practices	Reports in the NAAC format	20	20	C	20	20	1) All Three key indicators - 3 Grade points A 2) All Two key indicators - 2 Grade points B 3) Any one key indicator - 1 Grade point C 4) No Indicator - 0D
Total Grade points					100		605	605	

Name & Signature of the Principal


PRINCIPAL
S.D.N.R. Govt. Degree College
For Women, PALAKOL - 50- 200

Name & Signature of the Academic adviser


for GVS S. in

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University of Calicut Faculty of Education, College Education									
Department of Education, Faculty of Education, College Education									
Form: H.A. 1.1 to be filled by Faculty and Head of the Institution (where applicable)									
Institution									
Name of the College and Address									
Name of the Faculty									
Name of the Subject									
Date of writing of Report (College Date)									
S.No.	Key Indicator	List of their documents to be kept ready as a proof of Key Indicator	Information in support of the key indicator	Key Award Score	Pre-Session 1 Marksheet (MS) for Key Indicator	Key Indicator Grade Points (KICGP) - 1A - 1B (MS, CMC, DMC)	Key Indicator Pre-Session 2 Marksheet (KICGP) - KICGP 1 & 2	KICGP as per student's average grading	Comments
1. CURRICULAR ASPECTS									
1	Curriculum Planning and Implementation for Academic Colleges: 1. Tools for Curriculum Planning and Development to be considered	Preparation and Implementation of 1. Annual Academic Curriculum Plan 2. Course Outcomes & Objectives 3. Learning Objectives 4. Lesson Plan 5. Activity Implementation in BOS	Course work/Text work Records for the Academic Year 2x5 = 10 Course work/Text work Records for the Academic Year 2x5 = 10 In-house Letter & Attendance 10 MC, Notes & in-Sem work submitted weekly Reports 10 Subject in Certificate Diploma (After Online courses like MOOCs)	2x5 = 10 2x5 = 10 10 10 2x5 = 10	30	A	90	90	1A(1) five key indicators +1 Grade points A 1(A) two key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(A) indicators +1D
2	Curriculum Flexibility/Enrichment	1. Additional inputs related to Curriculum of the course taught 2. Value added courses offered & completed all students KICGP/MS (After Online courses like MOOCs)	Course work/Text work submitted of the course taught 10 Subject in Certificate Diploma (After Online courses like MOOCs)	10 2x5 = 10	20	B	40	40	1A(1) three key indicators +1 Grade points A 1(A) two key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(B) indicators +1D
3	Feedback system	Feedback on Curriculum by Students a) Collected b) Analyzed c) Action taken	Course work/Text work submitted of Feedback In-house Reports In-house action Report	10 10	10	A	30	30	1A(1) three key indicators +1 Grade points A 1(A) two key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(B) indicators +1D
2. TEACHING, LEARNING & EVALUATION									
4	Learning to Student Diversity	1. Report on providing of students into Slow, Moderate and Advanced learners 2. Course work submitted by Slow, Moderate and Advanced learners	1. Course work/Text work Reports with lists of students (Slow, Moderate and Advanced) learners 2. Course work/Text work Reports designed for Slow, Moderate and Advanced learners	10 10	20	A	30	30	1A(1) three key indicators +1 Grade points A 1(A) two key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(B) indicators +1D
5	Teaching-Learning Process	1. Report on Course work Bridge Course conducted 2. Report on Course work Remedial coaching conducted 3. Report on student centered methods implemented (Course work) 4. Report on implementation of ICT in teaching and learning (Course work) 5. Report on implementation of Computer/Internet assisted learning (Course work) 6. Report on the use of LMS tools (Course work) 7. Contribution for the development of LMS as the contextual subject 8. Report on innovative, enrichment, Credit award	1. Course work/Text work Reports on Bridge Course conducted 2. Course work/Text work Reports on Remedial coaching conducted	2x5 = 10 10	10	A	30	30	1A(1) five key indicators +1 Grade points A 1(A) three key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(B) indicators +1D
6	Teaching-Learning Process	1. Report on implementation of Computer/Internet assisted learning (Course work) 2. Report on the use of LMS tools (Course work) 3. Contribution for the development of LMS as the contextual subject 4. Report on innovative, enrichment, Credit award	Course work/Text work Reports	10	10	B	100	100	1A(1) five key indicators +1 Grade points A 1(A) three key indicators +1 Grade points B 1(A) two key indicators +1 Grade points C 4(B) indicators +1D

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6	Teacher Profile and Quality	1. Report on Seminars/Conferences/ Workshops/ Guest Lectures organized 2. Report on Participation in Seminars/Conferences/ Workshops/ Guest Lectures/ Seminars 3. Awards and Recognition 4. Participation in Short-term Orientation Schemes/ courses/ FDPs 5. In-Continued Development (MOOCs/ Distance Open-Online Courses) 6. Additional Qualifications acquired during the last five years	Reports and Certificates	10	10	B	60	60	1) All five key indicators -1 Grade points A 2) Any three key indicators -2 Grade points B 3) Any two key indicators -1 Grade point C 4) Below norm-B/D
7	Evaluation Process and Rubrics	1. Report on Formative Evaluation (FE) 2. Assignment-1 Internal, Summative, Peer Review and External Review 3. Internal content in Summative evaluation 4. Monitoring Mark's Register & Result Analysis report	Department work reports regarding 1. Mid-exams, Semester Reports, Assignment Results, Projects and any other kinds of Internal Assessment 2. Departmental Internal Marks Register for CGPA verified by the Principal	10 10 5 5	30	A	90	90	1) All five key indicators Minimum -3 Grade points A 2) Minimum 1, 2, 4 -1 Grade points B 3) Minimum 1, 2, 3 -1 Grade point C 4) Below norm-B/D
8	Student Performance and Learning Outcomes	1. Assessment and Attainment of Course Outcomes 2. Report on Student necessary Student demonstration (Course work) 3. Report on activities like Quiz Group discussion Poster presentation (Course work) 4. Report on Field trips (Course work) 5. Report on Student Study projects (Course work)	Course work Reports	Self-30	30	A	90	90	1) All five key indicators -1 Grade points A 2) Four B2 Metrics and any three other -2 Grade points B 3) Four B2 Metrics and any two other -1 Grade point C 4) Below norm-B/D
III. RESEARCH, INNOVATIONS AND EXTENSION									
9	Funding obtained for Research (Govt, Non-Governmental bodies)	1. Major Research Projects 2. Minor Research Projects 3. Consultancy Projects	Letter of intimation and award letters (For Current Year only Either Ongoing OR Completed)	5 30 5	30	D	0	0	1) All three key indicators -3 Grade points B 2) Any two key indicators -2 Grade points B 3) Any one key indicator -1 Grade point C 4) No Indicator-B/D
10	Research Publications and Awards	1. Papers Published in Journals / Chapters published in edited volumes 2. Books published as single author 3. Books published as Co-Author 4. Papers/Chapters published as Co-Author (Note: A maximum of 5 publications in Scopus/ Web of Science/ ISI or UGC CARE Listed journals Any book with ISBN shall be considered)		10 10 10 5	40	D	0	0	1) Any three key indicators -1 Grade points A 2) Any two key indicators -1 Grade points B 3) Any one key indicator -1 Grade point C 4) No Indicator-B/D

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