



Estd : 1860

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Annual Quality Assurance Report (AQAR)

2015-2016

of

Mrs. A.V.N. COLLEGE

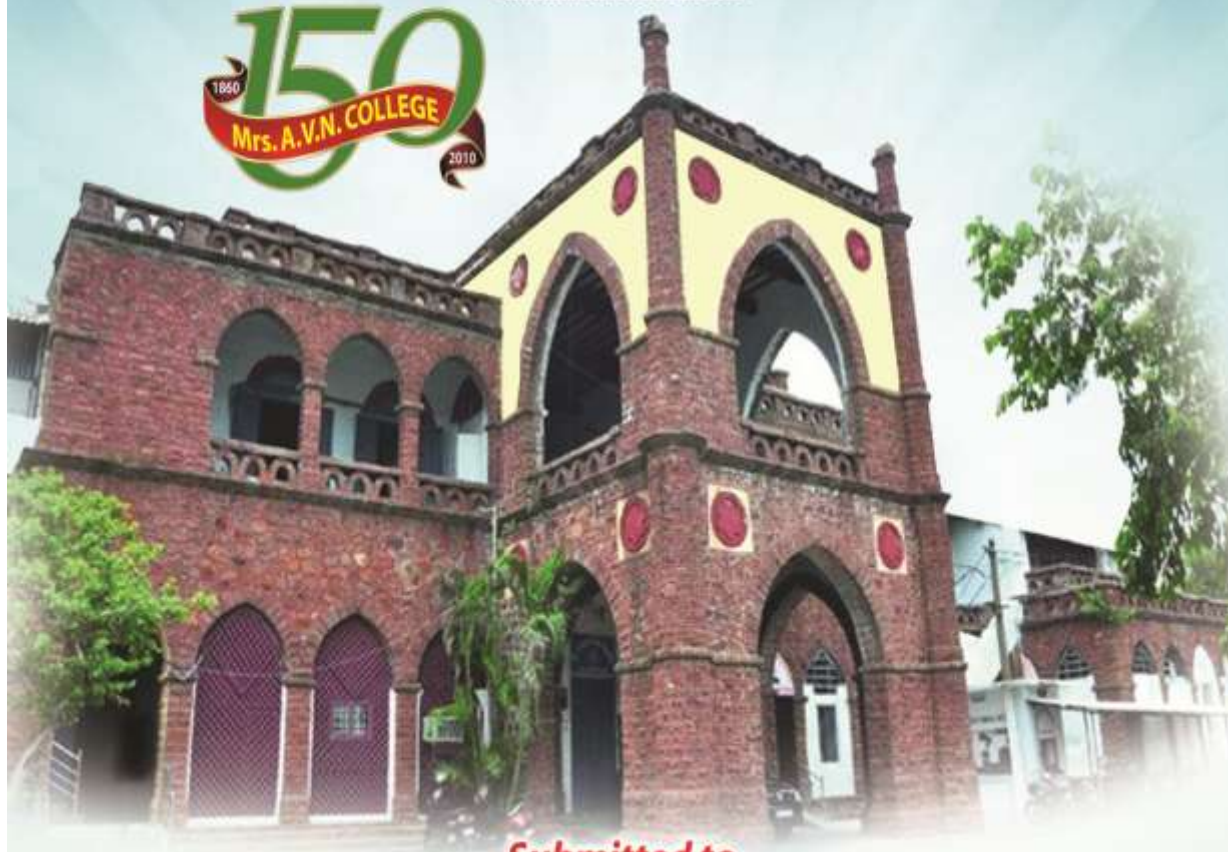
VISAKHAPATNAM

Affiliated College of Andhra University

Chairman : Dist. Collector



Sri A.V. Narasinga Row
Founder & Scientist



Submitted to



NATIONAL ASSESMENT AND ACCREDIATION COUNCIL

University Grants Commission
BANGALORE - 560 072, INDIA

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015 - 2016

I. Details of the Institution

1.1 Name of the Institution

Mrs.A.V.N.College

1.2 Address Line 1

21-1-17; VELAMPETA

Address Line 2

**NEAR HEAD POST
OFFICE**

City/Town

VISAKHAPATNAM

State

ANDHRA PRADESH

Pin Code

530001

Institution e-mail address

principal.avncollege@gmail.com

Contact Nos.

**0891 – 2568004
Fax: 0891 – 2712338/2565817**

Name of the
Head of the Institution:
Tel. No. with STD Code:

Dr. Vedula Perraju

0891 - 2568004

Mobile:

9885700106

Name of the IQAC Co-coordinator

DR. B.SAILAJA KUMARI

Mobile:

9441209363

IQAC e-mail address:

avniqac@gmail.com

1.3 NAAC Track ID

OR

1.4 NAAC Executive Committee No. & Date:

EC/PCRAR/63/03 Dated March 23, 2013

1.5 Website address:

www.mrsavncollege.ac.in

Web-link of the AQAR:

http://www.avncollege.ac.in/iqac-naac.php

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	812/1000	2007	2012
2	2 nd Cycle	B	2.88/4.00	2013	2018

1.7 Date of Establishment of IQAC: DD/MM/YYYY

01-04-2008

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2013 - 2014 submitted on (DD/MM/YYYY) **17/11/2016**
 ii. AQAR 2014 – 2015 submitted on (DD/MM/YYYY) **17/11/2016**

1.9 Affiliated College

Type of Institution

Co-education

☒

Urban

☒

Financial Status

Grant-in-aid

☒

UGC 2(f)

☒

UGC 12B

☒

Grant-in-aid + Self Financing

☒

1.10 Type of Faculty/Programme

Arts

☒

Science

☒

Commerce

☒1.11 Name of the Affiliating University (*for the Colleges*)

Andhra University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

UGC-COP Programmes

YES - 07

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	02
2.4 No. of Management representatives	02
2.5 No. of Alumni	02
2. 6 No. of any other stakeholder and Community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	02
2.9 Total No. of members	18
2.10 No. of IQAC meetings held	: 04 [FOUR]

2.11 No. of meetings with various stakeholders:	No.	05	Faculty	02	
	Non-Teaching Staff	02	Students	02	
		Alumni	01	Others	--

2.12 Has IQAC received any funding from UGC during the year?

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos:

01

State Level

01

(ii) Themes:

1. State Level Workshop on "Recent Advantages and its applications on 12.09.2015 by Mathematics Dept

2.14 Significant Activities and contributions made by IQAC

The IQAC plays an active role in improving the Quality education of the institution. Various committees were established to initiate and organize student centric programs. The IQAC organized one month orientation programme for the administrative staff on computer skill development. The IQAC also conducted one day orientation program for the students who joined in the first year degree course on the CBCS and its curriculum. The IQAC has been involved in preparing various reports relating to the activities of the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement of the academic standards and the outcome was achieved by the end of the year *

Plan of Action	Achievements
1. Computer Skill development programme for Administrative staff (classes for 1Month 01.06.2016 to 30.06.2016)	The administrative staff gained Computer skills and in turn, it helped for effective administration of the office work
Better Monitoring Academic Schedule – Dean of Academics appointment on 23.06.2015	Streamlined the entire academic activities

* Attached the Academic Calendar of the year 2015-2016 as Annexure.

2.16 Whether the AQAR was placed in statutory body ☐ YES ☐ Management ☒

Provide the details of the action taken

The governing body of Mrs.A.V.N.College has approved the AQAR

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	01	--	--	--
UG	03	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	07
Others	--	--	--	--
Total	04	--	--	07
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

1.2 (i) Flexibility of the Curriculum: CBCS/CORE/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Ist Year UG – CBCS introduced this year
Trimester	--
Annual	2 nd & 3 rd Year UG continued as core

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒

Mode of feedback : Manual ☒

** Annexure Attached*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

YES, there is an update of regulation of syllabus. Andhra Pradesh State Council for Higher Education introduced the CBCS (Choice Based Credit System) in under graduate colleges in AP from the academic year 2015 – 2016. The year end exams were replaced by the semester system- Theory 75 and Internal 25 Marks. Each semester consists of two Mid Exam- Each Mid 10 Marks and 5 marks are allotted to the student personality.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
38	13	25	--	--

2.2 No. of permanent faculty with Ph.D.

25

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	66	--	--	--	--	--	--	--	66

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

--

12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	01	03
Presented papers	13	10	--
Resource Persons	--	--	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. B.Com students were taken to industrial trips to Steel Plant, HPCL, Naval Dockyard and Shipyard.
2. B.Sc (CBZ) students were taken to field trips to 'Bio-diversity' park, prawn hatchery, prawn farm and prawn processing plant.
3. B.Sc (Maths & Physics combinations) students were taken on trips to Cyclone Warning Centre, Meteorology Department of Andhra University, BSNL exchange and NSTL

2.7 Total No. of actual teaching days during this academic year

225

2.8 Examination/ Evaluation Reforms initiated by the Institution

(For example: Open Book examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double Valuation in PG

- 2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/ Curriculum Development workshop

BOARD OF STUDIES
CHAIRMAN - 05
MEMBERS - 04

- 2.10 Average percentage of attendance of students

78%

- 2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	29	10	10	7	45	72
B.Com	134	7.5	19	7.5	30	64
B.Sc	87	10	23	12	17	62

- 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

API Report, feedback from students and parents, and staff self appraisal which was ratified by the Principal

* Academic Performance Indicators (API) report, is the assessment of the deputed faculty members, who were nominated by the CCE for Academic Audit every year,

- 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	03
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	02
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	13
Others	--

- 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	39	34	01	--
Technical Staff	06	--	--	03

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Faculty Members are encouraged to avail the Faculty Development Programme (FDP) of UGC.
2. Faculty Members are encouraged to apply for research projects.
3. Encouraged to attend Workshops, Seminars and faculty Exchange programmes

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	--

3.5 Details on impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	01	College And INTUC	1 Lakh	Rs.1 Lakh
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

√

09

3.8 No. of University Departments receiving funds from

UGC-SAP

--

CAS

--

DST-FIST

--

DPE

--

DBT Scheme/funds

--

3.9 For colleges:

Autonomy

--

CPE

--

DBT Star Scheme

--

INSPIRE

--

CE

--

Any Other (specify)

--

3.10 Revenue generated through consultancy

Rs.60, 000

3.11 No. of conference organized by the institution:

Level	International	National	State	University	College
Number	--	--	--	--	01
Sponsoring agencies	--	--	--	--	Mrs. A.V.N.College

3.12 No. of faculty served as experts, chairpersons or resource persons

07

3.13 No. of collaborations

International

--

National

--

Any other

--

3.14 No. of linkages created during this year

--

3.15 Total budget for research for current year in Lakhs:

--

From funding agency

--

From Management of University/College

--

Total

--

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialized	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
03	--	--	--	01	02	--

3.18 No. of faculty from the Institution who are Ph. D. Guides **02** students registered under them

05

3.19 No. of Ph.D. awarded by faculty from the Institution

--

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

--

SRF

--

Project Fellows

--

Any other

--

3.21 No. of students Participated in NSS events:

University level

30

State level

01

National level

01

3.22 No. Of students participated in NCC events:

University level

74

State level

07

National level

05

International level

--

3.23 No. Of Awards won in NSS:

University level

02

3.24 No. Of Awards won in NCC:

University level

01

National level

01

3.25 No. of Extension activities organized

College forum

03

NCC

04

NSS

03

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Mrs. A.V.N. College is specially working for under privileged sections of the society, as it is government aided institution. The college is providing quality education with nominal fee structure.

2. Adopted Relli Veedhi (neighbouring area) and an adult education programme were conducted.

3. APSRTC authorities, on request running buses Upto College.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	11 Acres	--	-	11 Acres
Class rooms	37	08	UGC/COLLEGE	--
Laboratories	14	--	--	14
Seminar Halls	02	--	--	02
No. of important equipments purchased (\geq 1-0 Lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	Indoor Auditorium (30.07.2015)	UGC HRM	--

4.2 Computerization of administration and library

1. Administration: The administration of the college is computerized. All the administrative work is being done through computers, except admissions.
2. Library: The library is partially automated. It is equipped with Internet and INFLIBNET facilities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	52835	27,00,000	3580	1,50,000	--	28,50,000
Reference Books	20325	10,20,000	80	12,000	--	10,32,000
e-Books	INFLIBNET	5,000	--	--	--	5,000
Journals	07	12,000	03	6,000	10	18,000
e-Journals	INFLIBNET	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	37	4,000	--	--	--	4,000
Book Bank Facility	3037	2,00,000	3037	--	3037	2,00,000
Total		39,41,000		1,68,000		41,09,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre's	Computer Centre's	Office	Dept.	Others
Existing	220	03	2 Mbps connections - 2	03	03	08	17	85
Added	30	--	15 NME Connections	--	--	02	03	05
Total	250	03	17	03	03	10	20	90

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

College has Wi-Fi facility for staff. Internet facility is available for students in the library.

4.6 Amount spent on maintenance in Lakhs:

i) ICT

02

ii) Campus Infrastructure and facilities

Canteen & Nationalized Bank, Xerox Centre, Coin Box telephone, protected drinking water

iii) Equipments

06

iv) Others

01

Total:

20

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

IQAC organized various orientation programmes for the staff with regard to the upliftment of student support services.

1. Students meet with faculty and principal on monthly basis to resolve their grievances.
2. Co-ordinate with Jawaharlal Knowledge Centre and Placement cell (Government of Andhra Pradesh) to conduct on campus and off campus interviews.
3. Mobilization of funds by staff from various industrial organizations like HPCL, Port Trust etc. to help the poor and needy students on a continuous process.

5.2 Efforts made by the institution for tracking the progression

1. An Awareness Programme has been conducted on ragging dt: 24.09.2015 by the anti-ragging cell of the Mrs.A.V.N.College
2. Conducted Yoga awareness program on 28.09.2015 to improve memory and concentration power of the students
3. Hindi Diwas Celebration by Dept. Of Hindi on 11.09.2015
4. Celebrated the 126th Birthday of Sri C.V.Raman on 08.11.2015
5. The Department of Mathematics celebrated National Mathematics Day on 21.12.2015

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
807	68	--	--

MEN

No	%
609	

WOMEN

No	%
198	

Last Year 2014 - 2015						This Year 2015 - 2016					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
95	135	130	466	14	840	86	153	91	467	10	807

Demand ratio 1:1**Dropout % 15%****5.4 Details of student support mechanism for coaching for competitive examinations (If any)**

Coaching given for competitive examinations - AUCET/ICET/B.Ed/CET/LPCET

No. of students beneficiaries

02

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	6

* AP Police service – 2

* Combined Defence Service - 4

5.6 Details of student counseling and career guidance

The student counseling committee along with Dean of Academics extends counseling assistance to students on academic and social concerns. The committee also conducted various career guidance programs-B.Ed, L.P.cet, Aucet etc

5.7 Details of campus placement: Job Mela Conducted on 08.15.2016

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	200	16 students	01

5.8 Details of gender sensitization programmes

1. International Women's' Day was celebrated on 08-03-16, and organised a talk on "Women Empowerment".
2. To encourage women in higher education, management of our college offered free seats for meritorious girl students with an 8 CGPA against 9 CGPA of boys.
3. Conducted a rally by the NCC cadets against the abortion of female fetus. Dt: 09.03.2016.

5.9 Students Activities

5.9.1 No. of students participated in cultural events

State/ University level 50

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: National level 01

Cultural: State/ University level 01

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	1,12,050
Financial support from government	554	22,16,000
Financial support from other sources	62	3,49,2000

5.11 Student organised / initiatives:

05

1. Teacher's Day Celebrations,
2. Pongal Celebrations,
3. Fresher's Day Celebrations,
4. Jan 1st New Year Celebrations,
5. Dec 24th Eve Celebrations at Institutional Level.

5.12 No. of social initiatives undertaken by the students

1. Blood donation camp on 10.12.2015.
2. Awareness Programme on Human Rights on 11.12.2015
3. Rally on Pulse Polio Awareness on 19.01.2015,
4. Swachh Bharat at R.K.Beach on 17.08.2015,
5. Rally against all social evils 23.09.2015

5.13 Major grievances of students (if any) redressed:

Many students are economically back ward and they requested the management to allow them to pay the tuition fee on installment basis. The management responded positively.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: QUALITY EDUCATION FOR ALL

Mission: TO CREATE A THRIVING COMMUNITY FOR THE DEVELOPMENT OF EDUCATION, CULTURE AND SOCIAL VALUES.”

6.2 Does the Institution has a management Information System

AVN College is trying to shift the manual procedure of administration to computerized system gradually. As a part of MIS, computers with Internet facility are provided to the library, office of the Correspondent, office of the Principal, the department of Commerce, Physics, English, Mathematics and Statistics. With the above efforts, the management is trying to integrate the information system of the college.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

During 2015-2016, curriculum development has taken place. Andhra University, as a part of curriculum development introduced CBCS.

6.3.2 Teaching and Learning

1. Slow learners were identified and remedial coaching classes were engaged to them.
2. Based on their caliber, students were given career guidance.
3. PPTs and online subject related videos were introduced for providing the better quality of education.

6.3.3 Examination and Evaluation

MID Exams, Assignments for Ist Year's. For 2nd and 3rd year degree students- Slip tests, Quarterly, half-yearly and hope examinations are conducted.

6.3.4 Research and Development

1. Encouraged the faculty to apply for major and minor projects.
2. Encouraged to publish research papers and articles in the quality oriented journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library is partially automated
2. ICT training is given for supporting staff
3. Classrooms laboratories were regularly maintained

6.3.6 Human Resource Management

College has a well-written policy on appointment of staff (under management), training, development, compensation and handling grievances.

6.3.7 Faculty and Staff recruitment

Miss I. Madhu Kumari was appointed on permanent basis under the deceased Quota as an Office subordinate on dt: 12.06.2015

6.3.8 Industry Interaction / Collaboration

1. Interacting with more number of industries like HPCL, Port Trust, Steel Plant and banks like SBI and Allahabad Bank etc.
2. A separate committee has been constituted as industrial liaison cell with specific duties of interaction and collaboration

6.3.9 Admission of Students

To withstand in the phase of competition from the corporate colleges, the faculty and supporting staff are striving in the advertisement campaign to secure sufficient admissions. In addition to that the college is also offering more incentives like merit scholarships, endowment prizes, gold medals and free seats etc to improve the admissions.

During 2015-2016, a provision of free seats to meritorious students with 8 CGPA for girls and 9 CGPA for boys was introduced.

6.4 Welfare schemes for

Teaching	1. Staff Co-operative Credit Society 2..GLIC
Non teaching	1.Staff Co-operative Credit Society 2.GLIC
Students	1. Poor OC students are supported with financial assistance from poor student's fund. 2. Welfare scholarships for SC, ST, OBC, and Minorities by their respective welfare departments. 3.Protected drinking Water 4. Health check-up programmes

6.5 Total corpus fund generated

--

6.6 Whether annual financial audit has been done

Yes

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CCE Govt.of AP	Yes	IQAC
Administrative	Yes	CCE Govt. Of AP	Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

YES

For PG Programmes

YES

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

CBCS with semester system has been introduced for 1st year Degree students. Under CBCS, 25 internal marks are allotted.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The University is insisting all the affiliated colleges to go for autonomous status through periodical circulars.

6.11 Activities and support from the Alumni Association

1. A confluence of Alumni poets and present faculty of Telugu department conducted centenary celebrations of a great Novelist, Butchi Babu.
2. The Alumni Association is maintaining the water purifying plant installed by the Raju Vagnes foundation.

6.12 Activities and support from the Parent – Teacher Association

1. Parents are actively participating and extending their support in improving

6.13 Development programmes for support staff

One month computer training program was conducted to the supporting staff from 01.06.2016 to 30.06.2016

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Plantation Programmes were conducted in the college
2. Rally on greenery by NCC Cadet on dt:25.10.2015
3. Making of Ganesh idols with clay and free distribution of the same to bring eco-friendly culture among the public staying near the college surroundings.
4. Meet on ensure litter-free city on dt:19.07.2015
5. Rally on awareness programme of avoiding use of plastic on dt: 23.04.2016

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Free seat provision for meritorious students
2. Introduction of Biometric attendance to the students

“An Intellectual Meet” has been organized by the management on 29.07.2015 for the upliftment of the college both curricular and co-curricular wise. Accordingly, the management decided first time to provide provision of free seat for meritorious students. Girl students with a CGPA of 8 and boys with a CGPA of 9 are given free seats. A little lower CGPA is given to the girls than boys, with a view to encourage their higher education. Total 45 students were benefitted, out of them 16 Boys and 29 are girls. The number of free seats under sports Quota enhanced from Five (05) to Ten (10). Six (06) students were benefitted during 2015-2016.

The management decided to enhance the percentage of attendance and punctuality of the students. Accordingly, “Bio-Metric” attendance system was introduced along with the formal way of maintaining attendance registers. With this student attendance was increased to 78 percent.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the Beginning of the year

Action Plan

1. Computer Skill Development Programme to administrative staff
2. Effective monitoring and implementation of the academic schedule as per CBCS

Action taken Report

Some of the administrative staff both Aided & Un-Aided were lacking basic computer knowledge and skills that are highly required for the computerized administration of the college. Therefore, the management decided in the month of April 2015 to conduct one month orientation program for them and started classes from 01.06.2015 to 30.06.2015. Administrative staff of the college actively participated in the program, and found it useful in enhancing their personal and professional skills.

The governing body of Mrs.AVN College has appointed a senior faculty as ‘**The Dean of Academics**’ on 23.06.2015, for better monitoring and implementing of the academic schedule as per CBCS. Dean initiated various measures for the enhancement and streamlining of the academic activities of the college. Further, Dean has introduced various practices like conducting orientation classes on CBCS pattern to the newly joined students, conducted anti ragging awareness program and initiated many student progression programmes.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. New student orientation program on CBCS
2. Special coaching classes on computer skills

** Annexure Attached*

7.4 Contribution to environmental awareness / protection

1. Under clean campus campaign, on every second Saturday of the month non-biodegradable waste in the campus was collected and disposed off.
2. Plantation programmes are undertaken at least thrice a year.
3. Beach cleaning was done by NCC students on 23-09-2015.
4. Awareness programme was organised on Ozone Day. Dt : 16-09-2013
5. Rally on Swachh Bharat on 10.10.2015

7.5 Whether environmental audit was conducted?

NO

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

One of the members of IQAC Dr.E.Annapurna, Senior Faculty of Hindi department composed a Hindi poem on Amaravathi, New Capital of AP and sent to our Hon. Prime Minister Narendra Modi. The Office of the P.M. reciprocated with appreciation.

8. **Plans of institution for next year: 2016 - 2017**

1. Proposal to go for Autonomous Status of UGC
2. Proposed to give priority to on Campus & off Campus recruitments

Name: *Dr.B Sailaja Kumari*

Name: *Dr.Vedula Perraju*

Dr. B. Sailaja Kumari

V. Perraju

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure attached:

- 1. Academic calendar of 2015-2016**
- 2. Feed on the performance of the staff**
- 3. Format of two best practices of the institution.**

ANNEXURE – 1

ANDHRA UNIVERSITY

Telegrams: UNIVERSITY
Telephone: 284 4000
Fax: 0891-2755324



All Official letters, packages etc.
should be addressed to the Registrar
by designation and not by name.

No. L.I (1)/Revised Calendar(UG)/2015.

Visakhapatnam,
Dt: 02-09-2015.

To

All the Principals of Affiliated Colleges (UG)
Andhra University

Sir/Madam,

Sub: Under Graduate Courses - Revised Academic Calendar for the academic year
2015-16 - Approval - Regarding.

Ref: Minutes of the Meeting of the Principals of Affiliated Colleges, Dean of
Academic Affair, Dean of College Development Council and Dean of
Examinations (UG) and Controller of Examinations, Andhra University held on
20-08-2015 at 10.30 a.m. in Senate Hall, Andhra University, Visakhapatnam.

With reference to the above, I am by direction to inform you that the revised academic calendar of
Under Graduate Courses offered by Andhra University for the academic year 2015-16 prepared in view of
the introduction of semester system in Under Graduate Courses has been approved.

I request you to arrange to circulate the same among the teaching staff and students.

Yours Sincerely

M. Hema Naik
(M.HEMA NAIK)

DEPUTY REGISTRAR (ACADEMIC)

Copy to:

The Dean, Academic Affairs, A.U. VSP.
The Dean, College Development Council, A.U. VSP.
The Dean, Examinations (UG), A.U. VSP.
The Special Officer, Confidential, A.U. VSP.
The Coordinator, Computer Centre, A.U. VSP for information.
The Controller of Examinations, A.U. VSP.
The Superintendents of E.I, E.II, E.III, E.IV, E.VI, E.IX, E.X and S.I Sections for information.
The Web Master, Website Office, A.U. for information and necessary action.

**REVISED ACADEMIC CALENDAR OF UG COURSES FOR THE ACADEMIC YEAR
2015-16**

Academic Schedule

01.	Commencement of class work for I Semester	01-07-2015
02.	Re-opening Day and Commencement of class work for II & III years	16-06-2015
03.	Bridge Course	01-7-2015 to 08-07-2015
04.	Dasara Holidays	20-10-2015 to 23-10-2015
05.	I Mid Examinations (I Semester)	After 6 weeks from the commencement of class work
06.	II Mid Examinations (I Semester)	After 12 weeks from the commencement of class work
07.	Commencement of Practical Examinations for I Semester	16-11-2015 to 21-11-2015
08.	Commencement of Theory Examinations for I Semester	23-11-2015 To 30-11-2015
09.	Commencement of class work for II Semester	01-12-2015
10.	Christmas Holidays	24-12-2015 & 25-12-2015
11.	Pongal holidays	09-01-2016 To 17-01-2016
12.	I Mid Examinations (II Semester)	After 6 weeks from the commencement of class work
13.	II Mid Examinations (II Semester)	After 12 weeks from the commencement of class work
14.	Commencement of Practical Examinations for II Semester	11-04-2016 To 16-04-2016

P.T.O

:2:

15.	Commencement of Theory Examination for II Semester	18-04-2016 To 30-04-2016
16.	Commencement of Practical Examination for II & III Years	01-03-2016 To 11-03-2016
17.	Commencement of Theory Examinations for II & III Years	From 16-03-2016
18.	Summer Vacation	01-05-2016 to 12-06-2016
19.	Reopening day for the next academic year	13-06-2016

Admission Schedule

Sale of Admission Applications and Registration	05-05-2015
Last date for sale and registration of admission applications (Including instant intermediate candidates)	26-06-2015
Display of 1 st list & commencement of admissions	01-07-2015
Admissions With Late Fee Rs.300/- (fine.)	02-07-2015 to 20-07-2015
Admissions With Late Fee Rs.1000 /-(fine)	21-07-2015 to 31-07-2015

ANNEXURE - 2

Reference 1.3. Feedback from stakeholders: students, parents, and API

Staff Assessment Report (2015 – 2016)

The Internal Quality Assurance Cell is the primary system that takes care of the quality in the college. The IQAC conducts number of evaluations that have a specific focus on issues and concerns. A staff assessment is taken through student feedback. This helps the staff to constantly improve their skills while imparting knowledge to the students. Feedback boxes have been arranged to all the Degree students BA, B.Com & B.Sc. These boxes are opened for every 15days, by the Principal and will initiate the necessary action.

The following table consolidates the overall scores of the staff basing on the feedback of students, parents and also API Reports.

Grade	No. Of Teachers
A= Excellent	14
B=Very Good	16
C=Good	15
D=Average	5
Total	50

Out of the 50 staff, 14 teachers secured A Grade, 16 teachers B Grade, another 15 placed with C Grade and 5 teachers scored Average performance with “D” Grade. Principal called the staff that secured “D” grade and spoke with them for the improvement of their performance.

ANNEXURE - 3

7.3 Format of two best practices of the Institution

i. Title:

1. student orientation program on CBCS
2. Special Coaching classes on computer skills for students

ii. Goal:

1. This program was initiated for the first year students who lack the required knowledge about the newly introduced choice based credit system
2. For better understanding and performance in their academics

iii. The Context :

1. Students who joined in the degree course were new to the semester system because all the Higher Secondary streams are annual exam pattern.
2. The beneficiaries of the program were those who hailed from Telugu medium schools and rural areas. The program has served the students in performing their academics better and has motivated in improving their computer skills.

iv. The Practice:

1. Orientation classes were conducted by the Dean of Academics with the help of faculty who undergone training program on CBCS. The orientation classes were held as one day program to each stream.(i.e.) B.A.,B.Com.,B.Sc separately
2. Special coaching classes were conducted by the department of computers and the department of Commerce. The special coaching classes were held for a period of 15days.

v. Evidence Of Success:

1. Participated large number of students voluntarily with curiosity and enthusiasm.
2. There is a significant improvement in the efficiency of the students on computer skills. It is evident from the results of the computer related papers.

vi. Problems Encountered and Resources Required:

1. Students who joined lately missed the orientation classes conducted on CBCS which led to the problem of understanding the semester system. Therefore, it is required to conduct one more orientation class for them.
2. In spite of rigorous efforts the number of students participated in the special coaching program on computer was not encouraging. The college is trying to take the necessary measures to strengthen these programs making it compulsory for all the students.
