



# ADITYA DEGREE COLLEGE

Accredited by NAAC with 'B++' Grade  
Affiliated to Adikavi Nannaya University  
Laxminarayana Nagar, KAKINADA, East Godavari Dist., A.P 533003,  
Phone: 0884 - 2376665, Cell: 9704376667  
Website: [aditya.ac.in/degree](http://aditya.ac.in/degree) E-Mail: [adckkd@aditya.ac.in](mailto:adckkd@aditya.ac.in)

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To  
The Director,  
Southern Region,  
National Assessment & Accreditation Council,  
Bangalore.

Sub: Submission of AQAR Report 2017-2018

Sir,

Please find enclosed herewith a copy of the Annual Quality Assurance Report (AQAR) of the College for the year 2017-2018 uploaded with the following link: [www.aditya.ac.in/degree/aqar.2017-2018.doc](http://www.aditya.ac.in/degree/aqar.2017-2018.doc) for favour of your perusal & necessary action.

The Track No. is APCOGN24600.

Thanking you.

Date: 05-10-2018

Place: Kakinada

Yours Faithfully

For Principal  
(B.E.V.L. Naidu)  
Academic Coordinator,  
Aditya Degree College, Kakinada.

**ADITYA DEGREE COLLEGE**  
Lakshmi Narayana Nagar,  
Kakinada, Andhra Pradesh – 533 002  
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*Website: [www.aditya.ac.in/degree](http://www.aditya.ac.in/degree)*



## The Annual Quality Assurance Report (AQAR) of the IQAC

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

ADITYA DEGREE COLLEGE, KAKINADA

1.2 Address Line 1

LAKSHMINARAYANA NAGAR, NEAR SAIBABA  
TEMPLE KAKINADA

Address Line 2

KAKINADA

City/Town

KAKINADA

State

ANDHRA PRADESH

Pin Code

533003

Institution e-mail address

adckkd@aditya.ac.in

Contact Nos.

0884-2376665(L), 0884-2385359(F), 9704376667

Name of the Head of the Institution:

Dr. A. Maniprakash, Principal

Tel. No. with STD Code:

0884-2376665

Mobile:

9704376667

Name of the IQAC Co-ordinator:

Mr.B.E.V.L.Naidu

Mobile:

09866076665

IQAC e-mail address:

[adckkd@aditya.ac.in](mailto:adckkd@aditya.ac.in)  
[naidubevl@aditya.ac.in](mailto:naidubevl@aditya.ac.in)

1.3 NAAC Track ID (For ex. MHCOGN 18879)

APCOGN24600

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC (SC)/17/A&A/92.1 Dated: 16 sept 2016

1.5 Website address:

[www.aditya.ac.in/degree](http://www.aditya.ac.in/degree)

Web-link of the AQAR:

[www.aditya.ac.in/degree/aqar.2017-2018.doc](http://www.aditya.ac.in/degree/aqar.2017-2018.doc)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1		B++		2015-2016	5 years
2	1 <sup>st</sup> Cycle				
3	2 <sup>nd</sup> Cycle				
4	3 <sup>rd</sup> Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

2-Jan-2015

1.8 AQAR for the year (for example 2010-11)

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR: **Not Applicable**

1.10 Institutional Status

University

State

Central

Deemed

Private

Affiliated College

Yes

No

Constituent College

Yes

No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.12 Name of the Affiliating University (for the Colleges)

Adikavi Nannaya University,  
Rajamahendravaram

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

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## **2. IQAC Composition and Activities**

2.1 No. of Teachers

1

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stake holders: Total No. 12 Faculty 6

Non-Teaching Staff Students 4 Alumni 2 Others -

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount N.A

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Regular Faculty meetings,
2. Regular Feedback from students
3. Academic Audit
4. Orientation to Students
5. Leveraging Funds and Donations for Students' Welfare
6. Implementation of Best Practices
7. Swachh Bharath Abhiyan
8. Training Programme to Teachers

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 and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<b>1. Exams: Internal at every level and its discussion.</b> <b>2. Co-curricular activities: Participation thereof in Co-curricular activities.</b>	Good results seen

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes    
 Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### 1. 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	4	-	4	-
UG	9	1	10	2
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	13	1	14	2

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS   Core / Elective option / Open options  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>14</b>
Trimester	-
Annual	-

- 1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
 (On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

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

Yes, As per University Order.



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

NA

## Criterion - II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	111	58	25	28	

2.2 No. of permanent faculty with Ph.D.

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
	26	-	3	-	5	-	-	-	34	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	9	-
Presented	2	-	-
Resource Persons	-	-	-

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

**Besides use of LCD projectors and power point presentations to enhance the study material, we also conduct Open Book Exam, Practice Exam, Weekend exam, coaching for slow learners, and meeting with Parents.**

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

2.8 Examination/ Evaluation Reforms initiated by the Institution  
(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

**Besides University Exams in Theory & Practical (As applicable), the Institution also has Open Book Exam, Practice Exam, Weekend exam, coaching for slow learners, Parent Meeting.**

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

2	-	-
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2.10 Average percentage of attendance of students

~92
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc	269	-	74.72	27.78	0	81.78
B.Com	78	-	76.92	98.62	0	79.49
BBA	186	-	91.40	49.14	0	96.24
BCA	105	-	80.95	77.10	0	85.71

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

<b>Though feedback from Teachers, Students &amp; Stakeholders</b>
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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	-
Orientation programmes	18
Faculty exchange programme	5
Staff training conducted by the university	2
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1
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	32	-	-	-
Technical Staff	33	-	-	-

## Criterion - III

### 3. Research, Consultancy and Extension

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

**Through a one to one contact. Departmental meetings are also held to sensitize work on research and relate its effects on career development & advancement.**

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

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

#### 3.5 Details on Impact factor of publications:

Range  - Average  index  in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects (other than compulsory by the University)	Nil			
Any other(Specify)	Nil			
Total	Nil			

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

ii) Without ISBN No.

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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			1	1	1
Sponsoring agencies			college	college	college

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

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	-
Commercialised	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
nil						

3.18 No. of faculty from the Institution   
Who are Ph. D. Guides

and students registered under them

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  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	Inter <input type="text"/>	national level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	national level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="4"/>
NCC	<input type="text"/>	NSS	<input type="text" value="8"/>
		any other	<input type="text"/>

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

The Program Coordinator NSS conducts throughout the year events that are called for by the govt and non-govt institutions/organisations. They include invitations from Health, Sanitation, Water Management, swachh Bharat Abhiyan etc. Out of these there are also camps in the rural areas, which is an Institutional Social Responsibility.

Listed few are:

- |  |                            |
|--|----------------------------|
| 1. World Environment Day                         | 5 <sup>th</sup> June 2017  |
| 2. World Blood Donor Day                         | 14 <sup>th</sup> June 2017 |
| 3. International Yoga Day                        | 21 <sup>st</sup> June 2017 |
| 4. Anti Ragging Programme                        | 8 <sup>th</sup> July 2017  |
| 5. World Population Day                          | 11 <sup>th</sup> July 2017 |
| 6. World Breast Feeding Week                     | 6 <sup>th</sup> Aug 2017   |
| 7. International Youth Day                       | 12 <sup>th</sup> Aug 2017  |
| 8. International Literacy Day                    | 8 <sup>th</sup> Sep 2017   |
| 9. World Ozone Day                               | 16 <sup>th</sup> Sep 2017  |
| 10. RTI Act – 2005                               | 8 <sup>th</sup> Oct 2017   |
| 11. AIDS Day Rally                               | 1 <sup>th</sup> Dec 2017   |
| 12. Human Rights Day                             | 10 <sup>th</sup> Dec 2017  |
| 13. Awareness Program on Bati Bachao Beti padhao | 17 <sup>th</sup> Dec 2017  |
| 14. World Cancer Day                             | 4 <sup>th</sup> Feb 2018   |
| 15. Organ Donation Awareness Program             | 5 <sup>th</sup> Feb 2018   |



## 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 Sq.mts	8093.71			
Class rooms Sq.mts				
Laboratories Sq.mts	7400.00			
Seminar Halls Sq,mts				
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, Regularly both consumables and non-consumables for all labs are purchased	Rs 5lakhs (approx)			

#### 4.2 Computerization of administration and library

The College has its office computerized by a DTP Section for Office work with 8 CPU. The College or its branches (15 nos) are also linked by internet facility which is used time to time. The Library has under it browsing/surfing division where students & faculty go regularly to do their browsing.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12437	3617850	755	652529	13192	4270379
Reference Books	3436	736481	262	172647	3698	909128
e-Books	-	-				
Journals&/Magazines	72	63412			72	63412
e-Journals	8	18800			8	18800
Digital Database	-					
CD & Video	-					
Others (specify)	-					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depts.	Others
Existing	162	4						Many are upgraded
Added	50	2						
Total	212	6						

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up-gradation (Networking, e-Governance etc.)

Autolib software with bar code tech has been introduced, besides normal browsing and training sessions on browsing to teachers and students.

#### 4.6 Amount spent on maintenance in LAKHS:

i) ICT

≥ Rs4.00

ii) Campus Infrastructure and facilities

≥ Rs14.00

iii) Equipments

≥ Rs9.00

iv) Others

≥ Rs21.90

**Total:**

≥ Rs49.10

## Criterion - V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

We have Teachers / Coordinators who coordinate directly the students, parents and with the Academic Coordinator in informing them about the support activities available in the college. We also organise events and get participation in the activities for the students and the institution.

#### 5.2 Efforts made by the institution for tracking the progression

Selection & Participation is done of the student selected by the college Teachers to participate in the State Level, Inter College Level, National Level, etc. All this progress is monitored through the NSS coordinator and his committee on a day to day basis.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2425			

(b) No. of students (from) outside the state

15

(c) No. of international students

112

No	%
92	82.14

Men

No	%
20	17.86

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	Gener al	SC	S T	OB C	Physicall y Challeng ed	Total
1203	129	27	761	11	2131	1409	118	20	872	6	2425

Demand ratio 100 %

Dropout % 2

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Regular Classes are conducted for placement introduced by CRT & Soft Skills Department.

No. of students beneficiaries

All

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  MAT   
 IAS/IPS etc  State PSC  JPSC  Others

5.6 Details of student counselling and career guidance

Students counselling is done through the Mentors also called the Class In-charge, who has under him a class representative.

Students' counselling along with career guidance is done through the program coordinator of NSS

Students counselling & career guidance is also given to the students through the College notice board updated by the chief librarian or other authorities.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	
30	523	447	46	

5.8 Details of gender sensitization programmes

No specific programs were organised. However gender sensitiveness is always maintained in and around the campus by all faculty and staff.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/University level  National level  International level   
Cultural:State/University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1329	Rs.1,66,61,100/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **NO GRIEVANCES WERE REPORTED.**

## Criterion - VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### VISION

To provide inclusive education with innovative methods and strenuous efforts for inculcating human values, professionalism and scientific instillation in the realm of Degree Education to all sections of students irrespective of race, region and religion with special focus to stand independently and to emerge as centre for Research and Development.

##### MISSION

The mission statements of the College are as follows:

- To provide ample scope for multifaceted development of local youth.
- To provide quality higher education to student community.
- To Recruit Highly Qualified and Experienced Faculty to provide Quality Education and develop academic programmes based on local/ regional/ national/ global needs.
- To pursue student-centric learning for self-development and skill development.
- To nurture social awareness and responsibilities among its students.
- To establish state of art laboratories.

#### 6.2 Does the Institution has a management Information System

Yes, the whole office is working with a DTP section. The library also has its own online management system. All the branches of the Aditya group of institutions are also connected by internet facility. During examinations question papers are shuffled and distributed among the branches through internet facility.

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

##### 6.3.1 Curriculum Development

It is under the purview of the University

##### 6.3.2 Teaching and Learning

Creating of mentors, who give personal attention of the behaviour and performance, Weekends, Mid Term exams, coaching for slow learning after the class, personal advise with parents.

##### 6.3.3 Examination and Evaluation

Both Offline & Online exams are conducted for the selected groups as necessary.

##### 6.3.4 Research and Development

Emphasis is given to take-up projects either major or Minor.

Book publishing is done by some departments.

6.3.5 Library, ICT and physical infrastructure / instrumentation

**Adding more CPU's and updating the software's in operation and adding new useful software's from the internet which are useful for the library, students, faculty & office.**

6.3.6 Human Resource Management

No

6.3.7 Faculty and Staff recruitment

**Both Faculty and staff are encouraged to go for both written and oral interview, followed by a demo if necessary.**

6.3.8 Industry Interaction / Collaboration

**45 Companies are collaborating with college as per records of 2015-2016. Nearly all the companies are continuing in 2016-2017.**

6.3.9 Admission of Students

The admission of students is done by a three tier system. They are first asked to fill a questionnaire. Then they are offered the various courses available together with the outline of the syllabus. The parents also are counselled together with the students. The marks of the previous class are analysed. Options are discussed. Finally the admission procedure ends with payment of fees and other formalities.

6.4 Welfare schemes for

Teaching	The welfare schemes available for both the teaching and non-teaching faculty are the fee concession given to their children. For all the staff they have the ESI & PPF schemes
Non teaching	
Students	Bus facility, hostel facility for eligible students.

6.5 Total corpus fund generated

**Rs.7.5 Lakhs**

6.6 Whether annual financial audit has been done



Yes



No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Academic Coordinator
Administrative			Yes	Internal Auditor

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

**Not Authorised**

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

**Seminars & Conferences with College Management.**

6.11 Activities and support from the Alumni Association

**We have Cultural Programs. Fund raising is done by conducting fair & Exhibitions.**

6.12 Activities and support from the Parent - Teacher Association

**The Parents support positively, which is done over phone, visit on call, general parents meeting, donations received for conducting events, etc.**

6.13 Development programmes for support staff

**Besides the perks available from the management, the support staffs are directed to undergo orientation courses in the working with computers. Thereby they become computer literate; to be able to handle computers in their daily works as and when necessary.**

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

**Planting of trees, wall posters, blood donations, health camps, etc.**



## 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.

**Strict Vigilance on students at all levels; like uniform, text books, class-room discipline etc is done in the College.**

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

Besides the plan of action decided in the meeting of the management and stake holders; see annexure, there were some suggestions of the Staff Council. They include

- Creative measures to improve efficiency in teaching learning process.
- Conduct Guest Lectures, Seminars, Workshops.
- Conduct the Semester End examinations as per schedule and release the results within the stipulated time for the students
- Conduct Remedial coaching classes for SC & ST students.

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

**Besides the two listed in the SSR, which are still going on in the campus, we have**

- 1. Exams: Internal at every level and its discussion.**
- 2. Co-curricular activities: Participation thereof in Co-curricular activities through NSS.**

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

**Planting of trees, Campus beautification, World Environment Day, Yoga Day, Save Electricity (EARTH HOUR) further the trees is maintain on regular basis by staff appointed for it.**

7.5 Whether environmental audit was conducted? Yes  No



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

**1.RO-UV Water Plant has been installed for drinking water in the college.**

8. Plans of institution for next year

**Expansions of Job Oriented Degree Courses, Diploma in Vocational Courses are on the anvil.**

## Declaration by the authorities

I hereby certify that the information is true and correct to the best of my knowledge, and agree to give the necessary evidence to anyone concerned in any form as and when required.

Name: Mr. B.E.V.L. Naidu,

Name: Dr.A Maniprakash



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC



*List of annexure uploaded:*

- I. *Academic calendar (Through a link) ref A-2.15*
- Plan of action & Action taken report(quarterly review meetings ( Attached) ref crit VII, 7.2*



# ADITYA DEGREE COLLEGE

Accredited by NAAC with 'B++' Grade

Affiliated to Adikavi Nannaya University

Laxminarayana Nagar, KAKINADA, East Godavari Dist., A.P – 533003,

Phone: 0884 – 2376665, Cell: 9704376667

Website: aditya.ac.in/degree E-Mail: adckkd@aditya.ac.in

## Minutes of the 1<sup>st</sup> Quarterly, review meeting for 2017-18 held in the principal conference room on 11<sup>th</sup> Sep 17 at 2 pm.

1. All the members were welcomed by the Chairman and the result of the NAAC for the year 2015-16 was told to all the members again. The Chairman praised the committee member for the achievement. He said that he was satisfied with the outcome and expressed that the members have the potential to even get an outstanding grade for the college.
2. The principal then informed the members of the views of the peer team as suggested in the peer team report. He pointed out the difficulties of the institution & also what he had in mind to improve the grade at the next Accreditation which is just after five years, and one of the year has already started.
3. The Academic calendar for this year 2017-18 was reviewed by all the member and found it satisfactory and resolved that no further discussion was necessary.
4. It was proposed that towards the plan of action for the current year 2017-18, let it be discussed separately with the HOD's and submit any suggestions at the next quarterly meeting.
5. As there was no other business, the meeting was adjourned by the chair.

Coordinator  
ADC KKD

### Members Present

- 1) Dr. MANI PRAKASH
- 2) SRI DEEPAK REDDY
- 3) PROFESSOR B.E.V.L NAIDU
- 4) Dr. G. SRINIVAS RAO
- 5) SRI M NAGI REDDY
- 6) SRI K. SURESH KUMAR
- 7) SRI G. RAJ KUMAR
- 8) SRI N.RAGHUNATHA RAO
- 9) SMT S.SUMA
- 10) PROFESSOR G. SUDHARSHAN RAO
- 11) SRI CH.V.V.SATYA NARAYANA
- 12) Dr. T.K. RAMA KRISHNA



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Minutes of the 2<sup>nd</sup> Quarterly, review meeting for 2017-18 held in the principal conference room on 8<sup>th</sup> Dec 17 at 2 pm.

1. All the members were welcomed by the coordinator and he informed the members, that the Chairman had some important engagement, so he expressed his in-ability to be present for the meeting. The meeting was chaired by Sri Deepak Reddy
2. On progress of the Academic calendar, it was informed that it is going on as per the Calendar. The Chairman (acting) thanked the committee and the staff for being able to maintain the progress as dictated by the Academic calendar.
3. As these was no other business, the Chairman thanked the members & the meeting was adjourned.

Coordinator  
ADC KKD

#### Members Present

- 1) Dr. MANI PRAKASH
- 2) SRI DEEPAK REDDY
- 3) PROFESSOR B.E.V.L NAIDU
- 4) Dr. G. SRINIVAS RAO
- 5) SRI M NAGI REDDY
- 6) SRI K. SURESH KUMAR
- 7) SRI G. RAJ KUMAR
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Minutes of the 3<sup>rd</sup> Quarterly, review meeting for 2017-18 held in the principal conference room on 5<sup>th</sup> March 18 at 2 pm.

## The Agenda were:

1. Review & progress of the Academic calendar
2. Performance report of the 3<sup>rd</sup> Quarter (Dec 17 - Feb 18)
3. Achievements, awards, and placements - a report till Academic mid-year 17 (ending Nov 17)
- 4) A.O.B

1) The Quarterly review meeting could not be held as there was no quorum to hold the meeting

Coordinator  
ADC KKD

## Members Present

- 1) Dr. MANI PRAKASH
- 2) SRI DEEPAK REDDY
- 3) PROFESSOR B.E.V.L NAIDU
- 4) Dr. G. SRINIVAS RAO
- 5) SRI M NAGI REDDY
- 6) SRI K. SURESH KUMAR
- 7) SRI G. RAJ KUMAR
- 8) SRI N.RAGHUNATHA RAO
- 9) SMT S.SUMA
- 10) PROFESSOR G. SUDHARSHAN RAO
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- 12) Dr. T.K. RAMA KRISHNA



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Minutes of the 4<sup>th</sup> Quarterly, review meeting for 2017-18 held in the principal conference room on 7<sup>th</sup> June 2018 at 2 pm.

The Agenda were

1. Review & Progress the Academic Calendar
2. Performance of the 3<sup>rd</sup> & 4<sup>th</sup> Quarter ending Feb'18 & May'18
3. Achievements, Awards, Placements etc – report on it
4. A.O.B

1. The meets was chaired by the Chairman at 2:30 pm. The Chairman thanked the members for being patient and wafting for him.

2. The Academic calendar was reviewed and the progress as per the calendar, which was having no delay in the execution was appreciated

3. The camps, campaigns of NSS was reported. The awards received by the NCC troop for the Independence day was appreciated. The members thanked the NCC coordinator for their achievement.

4. As there was no other business., the meeting was adjourned

Coordinator  
ADC KKD

## Members Present

- 1) Dr. MANI PRAKASH
- 2) SRI DEEPAK REDDY
- 3) PROFESSOR B.E.V.L NAIDU
- 4) Dr. G. SRINIVAS RAO
- 5) SRI M NAGI REDDY
- 6) SRI K. SURESH KUMAR
- 7) SRI G. RAJ KUMAR
- 8) SRI N.RAGHUNATHA RAO
- 9) SMT S.SUMA
- 10) PROFESSOR G. SUDHARSHAN RAO
- 11) SRI CH.V.V.SATYA NARAYANA
- 12) Dr. T.K. RAMA KRISHNA





**ADIKAVI NANNAYA UNIVERSITY :: RAJAMAHENDRAVARAM**  
**ACADEMIC CALENDAR FOR UG COURSES**  
**FOR ALL SEMESTERS IN CBCS PATTERN**  
**FOR THE ACADEMIC YEAR 2017-2018**

<b>S.NO</b>	<b>Particulars</b>	<b>Dates</b>
<b>Academic Schedule</b>		
1	Commencement of Class work for I, III & V Semester	19-06-2017
2	Orientation Program for I Semester	21-06-2017 to 22-06-2017
3	Last date for transfers without late fee	15-07-17
4	Last date for transfers with late fee	31-07-17
5	I Mid Exams	Third week of August 2017
6	Dasahra Holidays	25-09-2017 to 30-09-2017
7	II Mid Exams	Last week of September 2017
8	Last date for submission of attendance particulars of I, III & V Semesters	07-10-17
9	Last date of Instruction for I, III & V Semester	21-10-17
10	Commencement of Examinations (Practical & Theory) for I, III & V Semesters (Internal Assessment Only)	23-10-17
11	Commencement of Class work for II, IV & VI Semesters	01-12-17
12	Christmas Holidays	24-12-2017 to 26-12-2017
13	Sports / Cultural Activities	10-01-2018 & 11-01-2018
14	I Mid Exams	Second Week of January 2018
15	Pongal Holidays	12-01-2018 to 20-01-2018
16	II Mid Exams for II, IV & VI Semesters	First Week of March 2018
17	Last date for submission of attendance particulars	24-03-18
18	Last date of Instruction for II, IV & VI Semesters	04-04-18
19	Commencement of Examinations (Practical & Theory) for II, IV & VI Semesters	06-04-18