

**Government of Andhra Pradesh
Commissionerate of Collegiate Education**

Academic & Administrative Audit (AAA) – 2024-25

FORMAT – I (COLLEGE PROFILE)

PART- A

1.	Name of the College and Address URL of Website E- Mail Phone number Government Degree College Razole Near NH 216 Behind BSNL Office Dorgaarithota Razole Dr.B.R.Ambedkar Konaseema District Andhra Pradesh PIN - 533242 https://www.gdcrazole.ac.in/ jkcriyec.razole@gmail.com 08862221676
2.	Vision Vision To provide quality, value-based education to rural, underprivileged students, equipping them with skills and knowledge to compete globally and pursue higher education. Mission To shape students into responsible and competent citizens by providing them with quality education, empowering them to creatively face global challenges, and disseminating knowledge to underprivileged sections of society. The institution aims to optimize human and natural

	resources for sustainable development and foster an environment that encourages academic excellence.
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3.	Name of the Principal, email, and mobile Number Dr. P. Saibabu jkcrjyec.razole@gmail.com 9440976477
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4.	Name of the Vice-Principal, email, and mobile Number Sri. T S V Padmanabham jkcrjyec.razole@gmail.com 9848486982
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5.	Name of the IQAC Coordinator, email, and mobile Number Dr P P Chandra Bose IQAC GDC Razole 9490712512
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6.	Name of the Academic Coordinator(for Autonomous Colleges), email, and mobile Number Sri. K Narayana Rao ac@gdcrazole.ac.in 7893491102
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7.	Year of Establishment 1968 Established G.O. Bifurcation order
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8.	UGC 2(f) and 12 B status (certificates to be verified)  UGC2F&12B REVISED ORDER 01-12-2020.pdf
9.	Autonomous status – Yes/No, If yes, Since_____ No
10.	RUSA status  rusa Civil work order.pdf  Rusa digital classrooms and IQAC accession register....  rusa funds.pdf
11.	College land and Plan details /documents  College Plan.pdf  College land Document Original - B&W.pdf
12.	Affiliation status : Permanent / temporary (certificates to be verified)  2023-24 Affiliation 12850-GDC, Razole.pdf  2024-25 Affiliation 12850-GDC, Razole.pdf
13.	AISHE Status – Document  AISHE 2023-24 certificate.pdf 2024-25 AISHE certificate not available
14.	NAAC Status - a) Previous NAAC Cycle date and Month b) Date of Expiry

c) Previous Grade and CGPA (certificates to be verified)

PDF NAAC certificate,ISO certificates.pdf

15.

Status of peer team recommendations

S. No	Recommendations made	Recommendations fulfilled/ To be fulfilled
1.	Job oriented vocational programs and industry certified courses need to be introduced.	1. Launched industry-recognized certification courses through APSSDC and Skill hub. 2. collaborated with companies to offer practical training through internships.
2.	Coaching classes for various competitive examinations may be strengthened.	1. Expanded the curriculum of coaching classes through JKC to cover more competitive exams and include mock tests, study materials, and regular assessments. 2. Inviting experienced professionals and alumni who have successfully cleared these exams to share their insights and strategies.

3.	The research output needs to be increased in the peer reviewed journals.	1. Trying to Promote a research-oriented culture by organizing workshops and seminars on research methodologies and writing skills. 2. Encouraging faculty and students to collaborate on research projects and publishing in peer-reviewed journals.
4.	The teachers need to mobilise funds for research from funding agencies.	1. Identifying potential funding agencies and regularly updating the faculty on available grants and application procedures. 2. Set up a dedicated research committee to assist faculty in writing proposals and managing grants.
5.	Transport facilities to be improved.	1. Assessing the current transportation needs of students and staff, and exploring options for expanding or improving existing transport services.

		2. Trying to collaborate with local government authorities and private transport providers to ensure safe and reliable transportation.
6.	Vacant administrative positions to be filled up.	1. Conducting a thorough evaluation of current administrative needs and requesting higher authorities in the filling of key positions. 2. Improving work atmosphere and bringing transparency in the administration to attract qualified candidates.
7.	PG programs to be introduced in Arts, Science and Commerce.	1. Assessing the demand for postgraduate programs in different disciplines and developing a curriculum that meets academic and industry standards. 2. Seek necessary approvals from affiliating universities and higher authorities.

8.	Computer training to be enhanced for all students	1. Integrated advanced computer training modules into the curriculum across all disciplines. 2. Started computer labs with modern equipment and software to facilitate hands-on learning.
9.	Communication skills to be improved by setting up a functional language lab.	1. Trying to establish a well-equipped language lab with audio-visual aids and language learning software. 2. Trying to Organize regular language training sessions and workshops to enhance students' communication skills.
10.	Placement cell and Career guidance cell need to be pro-active.	1. Strengthening the placement cell by building relationships with potential employers and organizing campus recruitment drives. 2. Trying to Offer career counseling, resume writing workshops, and mock interviews to prepare students for job opportunities.

16.	Previous Recommendations of Academic Audit of the CCE	
	No. of suggestions made	No of suggestions implemented
	7	7
	 GDC Razole AA Formats - IV.xlsx	

17.	NIRF Rank (if any) : Nil Year:	
	 NIRF 2024 REPORT IR-C-C-24207.pdf	
	 NIRF 2025 IR-C--C-24207 Report -20241221.pdf	

18.	Green Audit Report by Government Agency: Hym international Certifications (pvt) Ltd. Year: 2021	
	 NAAC certificate,ISO certificates.pdf	

19.	Awards & Achievements for the institution during the current Academic Year with details:	
	 PD 24-25.pdf	

PART-B

1.	No. of Programmes Offered by the College Click here				
	Year	2023-24	List of Programmes	2024-25	List of Programmes
		9	1. B A Honours(Econ omics)	9	1. B A Honours(Eco nomics)

			2. B Sc Honours(Chemistry) 3. B Sc Honours(Computer Science) 4. B Com Honours(Computer Applications) 5. B Sc Honours(Botany) 6. B Sc Honours(Mathematics) 7. B Com Honours(General) 8. B A Honours(Political Science) 9. B Sc Honours(Zoology)		2. B Sc Honours(Chemistry) 3. B Sc Honours(Computer Science) 4. B Com Honours(Computer Applications) 5. B Sc Honours(Botany) 6. B Sc Honours(Mathematics) 7. B Com Honours(General) 8. B A Honours(Political Science) 9. B Sc Honours(Zoology)
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2.	No of Value Added Courses introduced (last two years)				
	Year	2023-24	List of Courses	2024-25	List of Courses
	Value Added courses	8	List of Programs Brochure Additional Information 1. Economics-OF FICE MANAGEMEN T 2. History CULTURAL HERITAGE AND TOURISM 3. Political Science GANDHIAN PHILOSOPHY 4. Botany LOCAL BEST MEDICINAL PLANT	8	List of Programs Brochure Additional Information 1. Economic s-OFFICE MANAGE MENT 2. History CULTURAL HERITAGE AND TOURISM 3. Political Science GANDHIA N PHILOSOP HY 4. Botany LOCAL

			5. Commerce FINANCIAL EDUCATION 6. Zoology MEDICAL LAB TECHNOLOGY 7. English FUNCTIONAL SKILL IN ENGLISH 8. Computer Science PHOTOSHOP		BEST MEDICINA L PLANT 5. Commerc e FINANCIA L EDUCATIO N 6. Zoology MEDICAL LAB TECHNOL OGY 7. English FUNCTION AL SKILL IN ENGLISH 8. Computer Science PHOTOSH OP
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3.	Details of teaching faculty			
	No of posts	Sanctioned	Working	Vacancies

Regular	23	13	10
PTL	0	0	0
Contract	0	4	0
Guest	0	4	0
Total	23	21	2

4.

Qualifications of teaching staff				
Teaching Staff	PG	M. Phil	Ph.D	NET/SET
Regular	1	0	3	9
PTL	0	0	0	0
Contract	2	0	1	1
Guest	1	0	0	3
Total	4	0	4	13

5.	Details of non- teaching faculty			
	No of posts	Sanctioned	Working	Vacancies
	Gas Man	1	0	1

Herbarium Keeper	1	0	1
Junior Assistant	1	1	0
Office Subordinate	6	3	3
Record Assistant	7	6	1
Senior Assistant	1	1	0
Store Keeper	2	2	0
Superintendent	1	1	0
Typist	1	1	0
Watchman	2	0	2

6.	Student strength particulars a) During the last two years <table> <tr> <th>Year</th><th colspan="3">2023-24</th><th colspan="3">2024-25</th></tr> <tr> <th>No. of students</th><th>I</th><th>II</th><th>III</th><th>I</th><th>II</th><th>III</th></tr> <tr> <td>UG</td><td>165</td><td>124</td><td>200</td><td>130</td><td>150</td><td>117</td></tr> </table>						Year	2023-24			2024-25			No. of students	I	II	III	I	II	III	UG	165	124	200	130	150	117
Year	2023-24			2024-25																							
No. of students	I	II	III	I	II	III																					
UG	165	124	200	130	150	117																					

7. No of students appeared in the final year exams during the last two years

Year	2023-24			2024-25		
Program wise	A	P	%	A	P	%
BA (HEP)	14	14	100	8		
BA (HECA)	21	21	100	5		
BA (HPST)	0	0	0.00	8		
BCom (G)	11	11	100	14		
BCom (CA)	42	42	100	30		
BSc (MPC)	10	10	100	3		
BSc (MPCS)	32	32	100	20		
BSc (MCCS)	13	13	100	0		
BSc (BZC)	40	40	100	29		

8. Teacher – student ratio (Current Year): 419:26

Full-Time Teachers: 23

First Year Students: 130

Second Year Students: 165

Third Year Students: 124

9. Infrastructure details (Physical and Academic facilities of Criterion-IV)

Link: [Click here](#)

- i. Total no of class rooms: 10
- ii. Total no of laboratories: 6
- iii. Total no of digital classrooms: 3
- iv. Total no of virtual classrooms: 1
- v. Total no of ICT enabled classrooms: 5

- vi. Total no of studios: 0
- vii. Total no of Computers, Student & Computers Ratio:
- viii. Total no of printers: 12
- ix. Total no of scanners: 5
- x. Total no of Xerox facility (at Depts & Office): 2
- xi. Total no of Wi-Fi routers: 3
- xii. Internet Bandwidth: 100 mbps
- xiii. Seminar halls: 2
- xiv. Auditorium: 0
- xv. Details of sports facilities: Available
- xvi. Gymnasium (No of stations): 1
- xvii. Rooms for administration: 3
- xviii. Water – RO facility: 1
- xix. Toilets for staff (Men/Women/Differently abled): 5
- xx. Toilets for students (Men/Women/Differently abled): 2
- xxi. Divyangyan friendly facilities (Ramps/Lifts/Softwares): 4
- xxii. No of fire extinguishers in the labs and corridors: 0
- xxiii. Solar energy details – LEDs , Green Audit Status: 1
- xxiv. Examination Cell: 1
- xxv. Library
 - No. of Books & Journals: 21098
 - Status of Automation: Semi-Automated
 - E-journals: Nil
 - Nlist subscription: Subscribed
 - Internet: 3 connections, 100 mbps
 - Foot Fall:
 - E-footfall
 - Xerox Facility (at Library): Available
- xxvi. Women's waiting hall: 1
- xxvii. Grievance Reddressal Cell: 1
- xxviii. Health Centre: 1
- xxix. ELL: 0
- xxx. JKC Lab: 1
- xxxi. Computer Labs: 4
- xxxii. Canteen Facility: 1

10. Research

❖ No of collaborations / Functional MoUs

Year	2023-24	2024-25
Number of collaborations / MoUs	12	12
No. of Follow up Activities	Details	Economics Telugu Computer Science Commerce Zoology Botany Physics Chemistry

❖ No of publications in UGC – CARE listed journals

Year	2023-24	2024-25
Number of Publications	6 Click here	8 Click here 1 2

❖ No of start-ups

Year	2023-24	2024-25
Number of start-ups	0	0

❖ No of patents

Year	2023-24	2024-25
Number of patents	0	0

❖ No of Research Guides

Year	2023-24	2024-25
Number of Research Guides	0	0

❖ No of Research Scholars		
Year	2023-24	2024-25
Number of Research Scholars	0	0
❖ No of Major/ Minor Research Projects		
Year	2023-24	2024-25
Number of Major RPs	0	0
Number of Minor RPs	0	0
❖ Incubation Centre with Research Facility: Yes/No		
❖ Consultancy offered:		
Area	Organization (MoU)	Revenue Generated
0	0	0

11.	Policies prepared and implemented (Give Details) Scholarship Policy Grievance Redressal Policy E-Governance Green Policy Energy Conservation Code of ethics policy Policy for the Differently Abled Persons
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12.	No. of Committees appointed (Provide links of meeting minutes & reports) Click here
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	Reports Alumni Report JKC Report NSS Report Games & Sports Red Ribbon Club Report Women Empowerment Cell Report Student Induction Program (SIP)
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13.	Extension activities (Current year) a) No. of Extension activities in the Neighborhood for social and holistic development b) No of Extension activities conducted through NSS/NCC/ RED CROSS/YRC c) No of Extension activities in collaboration with government agencies d) No of Extension activities in collaboration with Non-Governmental Organizations NSS Report Red Ribbon Club
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14.	Feedback, Student Satisfaction Survey mechanism adopted : (Provide Link) Feedback report
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15.	Alumni Association – involvement and activities : No. of meetings conducted : 1 Notices and other data
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16.	Awards and achievements-current year (to be verified -) ❖ Students - 19 Click here ❖ Staff - 1
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17.	Total no of scholarships and free ships (Current Year) 340 Total Amount in Rs:- 8, 57, 177 Click here
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18.	Total no of capacity building and skill development activities conducted by the college (Current Year) <table border="1"> <tr> <td>Teaching</td><td>1</td></tr> <tr> <td>Non-Teaching</td><td>0</td></tr> </table> Click here	Teaching	1	Non-Teaching	0
Teaching	1				
Non-Teaching	0				

19.

Trainings conducted by JKC for competitive exams during the last two years

Year	2023-24	2024-25
Number of students registered	151	120
Number of students trained		
a. from your GDC	151	120
b. from other colleges	0	0

[Click here for report 2024-25](#)

[Click here for report 2023-24](#)

Placements:

Year	2023-24	2024-25
No. of companies visited the campus	03	4
Number of students Placed	20	49
a. from your GDC	20	49
b. from other colleges	0	0

[Click here for report 2024-25](#)

[Click here for report 2023-24](#)

CSP:

Year	2023-24	2024-25
Number of students Participated in CSP	Click here	Click here
a) B.A	37	30
b) B.Com	58	35
c) B.Sc	60	65

Internship:

Year	2023-24	2024-25
Number of students completed Internship	Click here	Click here
d) B.A	44	20

e) B.Com	59	39
f) B.Sc	85	54
Type of Internships:		
Year	2023-24	2024-25
Total No of Physical Internships	1	0
Total No of Online Internships	1	1
Total No of paid Internships	1	1

20.

Student Support and Progression

A. Students Progression to Higher Education (Programme wise)

Year	2023-24	2024-25
Number of students	Click here	Not available
a) B.A	5	0
b) B.Com	0	0
c) B.Sc	5	0

B. Employment (Programme wise)

Year	2023-24	2024-25
Number of students		
d) B.A	5	0

e) B.Com	7	0
f) B.Sc	8	0
C. Entrepreneurship (Programme wise)		
Year	2023-24	2024-25
Number of students		
a) B.A	0	0
b) B.Com	0	0
c) B.Sc	0	0

21.	Grants/funds received from (in Lakhs/Rs.) A. Government B. Non-governmental bodies C. Individuals/ Philanthropists: 3,97,500 D. CSR E. Budget allocated for Infrastructure F. Expenditure for Books & Journals Budget Sanctioned Rs. 0.00 ; Utilized Rs.0.00
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22.	Governance and Leadership ❖ Institutional Development Plan (Next two years) ❖ Institutional distinctiveness in specified area
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23.	Contribution of IQAC
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	❖ Incremental changes during the last two years Feedback forms from students are collected and analyzed at the end of each semester to improve educational quality. A greater number of faculty members and students are encouraged to engage in MOOCs (Massive Open Online Courses) for enhanced learning opportunities. The Institutional Plan, College Calendar, and departmental action plans have been meticulously prepared and compiled. Faculty members are advised to implement innovative, student-centric teaching methods that align with current educational standards. Faculty members are instructed to strictly follow the policy documents issued by higher authorities, adhering to the Standard Operating Procedures.
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24.	Best Practices of Institution Click here
1.	Best Practice-1: Mentor-Mentee System Goal: 1. Strengthen the teaching-learning process. 2. Pursue high-quality education and address future obstacles. Context: The mentor-mentee aids in educational decisions, skill development, and employment opportunities, especially for students with financial constraints, ensuring they receive the necessary support for both academic and personal growth. Practice: Each teacher mentors 20 students, starting with a questionnaire to gather personal and academic information. Evidence of Success: The system encourages class attendance and participation in activities, fostering a close mentor-mentee relationship. Challenges: Motivation for mentors is crucial as there are no financial incentives. Some students skip classes for jobs or entertainment. Resources: The mentor-mentee system bridges students and society, aiding in holistic development.
2.	Best Practice-2: Helping Poor but Meritorious Students Goal: 1. Provide quality education to needy students.

	2. Supply study materials and encourage self-improvement. 3. Promote a healthy living environment and social integration. Context: Since 2019, the college has supported poor students by raising awareness on health, safety, and social integration, fostering harmony across social barriers. Practice: Meetings determine fund allocation for needy students, providing essentials like groceries, books, and exam fees. Evidence of Success: The institution records all actions and provides necessary support to poor but meritorious students. Challenges: Limited funds restrict aid to a small number of students, making it difficult to meet all needs monthly. Resources: Financial support from the faculty and philanthropists is crucial, aiding the welfare of underprivileged students and highlighting the institution's commitment to supporting those in need.
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25.	Evaluative Reports of the Departments (Provide Links)
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26.	For Autonomous Colleges - Not applicable A. Academic Council - Last Academic Council meeting date - Major decisions for enriching curriculum/Academics B. Controller of Examinations - Examination reforms proposed and implemented - CIA - Mechanism for addressing grievances - Mechanism for transparency in setting up of Question papers - Mechanism for appointing examiners - Mechanism adopted to ensure the security of information - CoE expenditure report with details
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	C. Board of Studies - Mechanisms for updating curriculum - Justification Reports for Curricular revamp D. Governing Body - Last G.B meeting date - Major resolutions for administration
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27.	College Handbook (to be uploaded on the college website)
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28.	College Magazine (to be uploaded on the college website)
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29.	Monthly News Letters (to be uploaded on the college website)
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30.	Departmental meeting Minutes Registers (to be verified)
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31.	Reports of various committees (to be verified) Staff Committees , Alumni , JKC , NSS , Games & Sports , Red Ribbon Club , Women Empowerment Cell , Student Induction Program (SIP)
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32.	CPDC /Finance Committee Meeting Minutes Registers (to be verified)
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33.	Implementation status of Biometric Attendance and TLP Reports (to be verified) Click here
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