

# Internal Quality Assurance Cell (IQAC)

## *Annual Quality Assurance Report*

For the Academic Year 2016-17

of

**Noble College (Autonomous), Machilipatnam-1**



**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
BANGALORE**

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Noble College (Autonomous)
1.2 Address Line 1	Noble Road
Address Line 2	Beside Government Hospital
City/Town	Machilipatnam
State	Andhra Pradesh
Pin Code	521001
Institution e-mail address	principalnoblecollege@yahoo.co.in
Contact Nos.	08672 - 223009
Name of the Head of the Institution:	Dr.Mrs P.V.Anila
Tel. No. with STD Code:	08672 - 223009
Mobile:	9908788783

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

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	1 <sup>st</sup> Cycle	C	1.92	2008	5 Years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

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

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 2014-15 submitted to NAAC on 21.08.2015 (21/08/2015)
- ii. AQAR 2013-14 submitted to NAAC on 01.03.2016 (01/03/2016)
- iii. AQAR 2015-16 submitted to NAAC on 23.06.2016 (23/06/2016)
- iv. AQAR 2012-13 submitted to NAAC on 04.04.2017 (04/04/2017)
- v. AQAR 2011-12 submitted to NAAC on 24.06.2017 (24/06/2017)

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

(eg. AICTE, BCI, MCI, PCI, NCI)

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)

NIL

Krishna University

1.12 Name of the Affiliating University (for the Colleges)

1.13 Special status conferred by Central/ State Government—UGC

Autonomy by State/Central Govt. / University

UGC

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

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

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

NIL

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

17

2.10 No. of IQAC meetings held : 03

2.11 No. of meetings with various stakeholders:

No.

Faculty

03

Non-Teaching Staff

01

Students

01

Alumni

01

Others

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

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 International  National  State  Institution Level

(ii) Themes

❖ Seminar on "Role of Youth in Nations Development" in collaboration with Helping Spot a Social organization

2.14 Significant Activities and contributions made by IQAC

1. The IQAC plans for various academic and Non-academic activities.
2. Records various programmes and activities of the college.
3. Motivates the staff and students to use technology in the classroom like PPT's, Peer teaching etc
4. It conducts evaluation in the form of questionnaire and take feedback from students, staff, parents and alumnae to assess the quality of the teaching/learning process.
5. Conducted personality development programs, Career guidance and pre placement training programs for the students.
6. Enhancing the knowledge of faculty and students with Guest Lectures by inviting eminent academicians.
7. Provision of Remedial coaching classes to academically backward students.
8. Monitoring of a Learner-Centric TLI Methods.
9. Internal Academic Audit.
10. Promotion of Quality Circles in all the departments.
11. The faculty and the students were encouraged to integrate ICT (Information and Communication Technology) in teaching & learning process as it stimulate the learners' interest in learning and making the classroom interactive. The staffs uses various teaching aids in the classroom like PPT, Video lessons, recordings, project based learning and so on. The IQAC has conducted teacher assessment by the students and other stakeholders like parents, alumnae to assess the quality of teaching and learning. Annual feedback was also done by Final Degree students on overall performance 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 and the outcome achieved by the end of the year \*

Plan of Action	Achievements
To upgrade the syllabus to meet the industry demands	Implemented
To conduct Career-Oriented programs to develop professional skills such as Communication Skills, Soft Skills etc.	Implemented
To conduct Internal Academic Audit	Implemented
To provide computer knowledge and Internet Access to Non-Computer students	Implemented
To subscribe reputed journals in the central library	Implemented
To observe and celebrate the important days	Implemented
To encourage the staff to participate in Research Activities	Implemented
To conduct Community Awareness Programs	Organized
To strengthen student circles and Extension Activities	Implemented
To encourage the staff for the Faculty Development Programs	Implemented

\* Attach the Academic Calendar of the year as Annexure-II

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

- **The IQAC meets once a month and discuss various issues relating to curriculum changes and progress of the institution to keep in par with the current needs.**
- **It releases the activities planned and executed by various departments and committees and documents them.**
- **The IQAC is highlighted in the officials meeting and college council.**



## 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	1	--	1	--
UG	11		5	
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	12		6	
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester✓	UG-11 ; PG – 01
Trimester	NIL
Annual	NIL

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.

- Depending on the needs of the students to face the competitive society, the syllabus is revised and updated every year in the Board of Studies meeting. The inputs and the suggestions are given by the University nominee, Subject Experts, Alumnae and Industrialist is taken into consideration for reviewing the existing programmes.

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

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	17	5(SS)	10(SG)+2Readers		

2.2 No. of permanent faculty with Ph.D. 06

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

2.4 No. of Guest and Visiting faculty and Temporary faculty  1 41

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	34	08
Presented papers	02	16	
Resource Persons			02

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

- **Institution has adopted innovative teaching methods like Power Point presentations (PPT), Supply of subject materials, Use of Language lab and computer labs etc.**
- **Group Discussions, Debates, Student Seminars, Assignments, Study Projects, Field Trips, Industrial Tours and class room tests etc.**
- **Computers and Internet connections are made available in each department to adopt innovative methods in teaching and learning.**
- **The college offers value education classes to enhance the moral and ethical values among students.**

2.7 Total No. of actual teaching days during this academic year 180 days

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

- **Photo Copy of answer Booklet**
- **Advanced Supplementary for Final year regular students**
- **Evaluation is done by external examiners.**

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

**All staff members are involved in curriculum revision. The syllabus is revised and updated every year to meet the needs of the students and every staff member is involved in this process.**

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total No. Of students passed	Division				
			Distinction %	I %	II %	III %	Pass %
B.A (HEP)	12	12	(4) 33.3%	(8) 66.7%	--	--	100%
B.A(THP)	08	07	(2) 25 %	(5) 62.5%	--	--	87.5%
B.A(EHP)	13	12	(3) 23 %	(9) 69.3%	--	--	92.3%
B.Com(EM)	02	02	--	(2) 100 %	--	--	100%
B.Com(TM)	28	25	--	(20) 71.4%	(5) 17.8%	--	89.2%
B.Com(Computers)	52	38	(7) 13.4%	(23) 44.2%	(8) 15.3%	--	72.9%
B.Sc(CBZ)	12	11	(6) 50%	(5) 41.6%	--	--	91.6%
B.Sc(MPC)	15	12	(5) 33.3%	(5) 33.3%	(2) 13.3%	--	80%
B.Sc(MECs)	22	15	(3) 13.6%	(12) 54.5%	--	--	68.1%
B.Sc(MSCs)	07	05	(2) 28.5%	(2) 28.5%	(1) 14.2%	--	71.2%
B.Sc(MPCs)	09	06	(2) 22.2%	(4) 44.4%	--	--	66.6%
<b>Total</b>	<b>180</b>	<b>145</b>	<b>(34) 18.8%</b>	<b>(95) 52.7%</b>	<b>(16) 8.8%</b>	<b>--</b>	<b>80.5%</b>

PG

Title of the Programme	Total no. of students appeared	Total No. Of students passed	Division				
			Distinction %	I %	II %	III %	Pass %
Organic Chemistry	30	22	10(45.4%)	12(54.5%)	--	--	73.3%
<b>Total</b>	<b>30</b>	<b>22</b>	<b>10(45.4%)</b>	<b>12(54.5%)</b>			<b>73.3%</b>

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

- **The IQAC monitors and evaluates the teaching learning process by conducting periodical meetings.**
- **It conducts evaluation in the form of questionnaire and takes feedback from students, staff to assess the quality of the teaching/ learning process.**
- **Initiating the distribution of teaching Diaries formats of TLI Methods.**
- **Conducting Internal Academic Audit Bi-Monthly.**

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	
HRD programmes-UGC	06
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
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 Aided	3	9	NIL	NIL
Administrative Staff Management	6	--	NIL	NIL
Technical Staff Aided	1	--	NIL	NIL
Technical Staff Management	1	--	NIL	NIL

## Criterion – III

### 3. Research, Consultancy and Extension

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

- **The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty to do M. Phil and Ph. D and Refresher courses.**
- **The IQAC of the college encourages the staff to apply for FDP (Faculty Development Programme), Major and Minor Research projects and to organise seminars, workshops and conferences etc.**
- **It also motivates the staff for research publications, articles, reviews and books.**
- **Encouraging the staff and students to present papers in International/National/State Level Seminars.**

#### 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	03	34	
Non-Peer Review Journals			
e-Journals		03	
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				
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

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 /Seminars Organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring agencies					Management

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

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  State level   
 National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
 National level  International level



3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="03"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="Unit I- 04&lt;br/&gt;Unit II- 04"/>	Departments	<input type="text" value="12"/>

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

- **Noble College has constantly emphasized on reaching out to the marginalized sections of the society.**
- **Outreach programmes like Blood Donation Camps, HIV-AIDS Awareness, health Awareness programmes were organized.**
- **The college encourages the staff and the students to take up various activities relating to extension and social responsibilities.**
- **Apart from the regular work. A number of faculty and students actively take part in various social activities through NSS, NCC, AICUF and Blood Donors club.**
- **Arranged Study tours, Field trips and Industrial visits by the departments of Physics, Botony, Zoology, Humanities and Commerce.**
- **Women Empowerment Cell gave helping hand to the two poor girl students from Sharkey Girls High School.**
- **International Women’s Day , No Vehicle Day, Human Trafficking, Debate, Noble Charity, Guest lectures on Women rights and Personal hygiene were organized in the college by Women Empowerment Cell.**
- **IQAC conducted Seminar on “Role of Youth in Nations Development”.**

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created		Total
Campus area	15.96acres	--		15.96 Acres
Class rooms	17	--		17
Laboratories	9	--		9
Seminar Halls	1	--		1
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.	20			20
Value of the equipment purchased during the year (Rs. in Lakhs)	4,86,000			4,86,000
Others				

#### 4.2 Computerization of administration and library

**The entire administration is partially computerized with the following facilities and made available to the staff and students.**

- **ICT has been integrated in the college activities.**
- **Internet is provided to every department .**
- **A separate Computer Lab for the students**
- **Library Automation – New Gen.Lib software is used for Bar coding, access to book catalogue and issuing.**

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32,176	48,90,500	190	34,000	32366	4924500
Reference Books	6,633	8,79,700	10	2,600	6643	882300
e-Books			--	--	--	--
Journals	38	2,200	--	--	38	2200
e-Journals	5	6,500	5	6,500	5	6500
Digital Database			--	--	--	--
CD & Video	15	4,050	4	190	19	4240

Others (Xerox)	2	1,28,000	--	--	02	128000
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#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	02	2Mbps	--	--	06	12	
Added	2	--	5Mbps	--	--	01	1	
Total	84	02	7Mbps	--	--	07	13	

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

- **The faculty members and students of the college are provided with Internet, Audio-Visual Aids and computer aided packages to facilitate teaching and learning.**
- **The library is equipped with open education resources like New Gen LIBNET for the assistance of the staff and students.**
- **Free Internet access was provided to the students and the faculty in every department and Library.**
- **Wi.Fi enabled campus and access to internet for students and staff**
- **Every staff is trained to the computer and Internet.**
- **Free internet access was provided to the students and the faculty.**

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

i) ICT	1.20.850
ii) Campus Infrastructure and facilities	7,98,527.50
iii) Equipments	1,62,500
iv) Others	3,25,000

**Total :** 14,06,877.50

## **Criterion – V**

### **5. Student Support and Progression**

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

- **The IQAC organised Orientation classes for the students at the beginning of the academic year to provide information regarding the vision and mission of the college and the facilities available in the campus.**
- **Inculcated value system among students through motivational talks, Value education classes and ward classes in which 20 students are taken care by a teacher.**
- **Motivated the students to use Technology like PPT presentations, Study projects and Assignments using Internet, OHP, Peer teaching with models etc.**
- **Provided information regarding the academic progress of the students after Mid Exams and remedial classes are arranged for weak students after the college hours.**
- **Every year feedback in questionnaire form is taken from students, Parents, Alumnae to assess the quality and standard of the institution and measures are taken for further improvement.**

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

- ❖ **Heads of the department and officials meet once in a fortnight to discuss on the progress of students in academics.**
- ❖ **The college council meets once in a semester to discuss various matters on the college particularly on student progression.**
- ❖ **The suggestions and feedback from the officials helps the college in taking policy decisions in amending a suitable system to assure and enhance academic performance of the students in each and every semester**
- ❖ **The institution monitors and ensures the achievements of the learning outcome through analysis of the tests, examination results and the pass percentage approved in awards committee meeting**
- ❖ **From the past experience the college can understand that 60% of the students, who passed UG, usually go for various PG programmes in different specialization in different institutions. 10-20% of PG students who have successfully completed PG and having research orientation take M.Phil programme as their further academic progression. 40% of the students who have completed their UG successfully**

generally take up some job through their personal efforts.

- ❖ The Management encourages the faculty to adopt innovative techniques such as computer assisted learning, group discussion, peer teaching, presentation through PPT's etc.
- ❖ The staff and students were motivated to participate and present papers in seminars, conferences, workshops organised by various colleges.
- ❖ To create social awareness among the students the following clubs were introduced
  1. RED Ribbon Club
  2. Anti Ragging Club
  3. Consumer Club
- ❖ Students were motivated to write articles in all the subjects to develop their writing skills

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
589	53		

(b) No. of students outside the state

Nil
-----

(c) No. of international students

Nil
-----

Men	<table border="1"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>399</td> <td>62</td> </tr> </table>		No	%	399	62	Women	<table border="1"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>243</td> <td>38</td> </tr> </table>		No	%	243	38
	No	%											
399	62												
No	%												
243	38												
UG													

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
120	246	11	320	NIL	697	81	237	05	319	NIL	642

Demand ratio 1:1      Dropout % : 2%

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

**The subject experts provide coaching and guidance to the students for PG CET examinations.**

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET	<input style="width: 40px; height: 20px;" type="text"/>	SET/SLET	<input style="width: 40px; height: 20px;" type="text"/>	GATE	<input style="width: 40px; height: 20px;" type="text"/>	CAT	<input style="width: 40px; height: 20px;" type="text"/>
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IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

- **Orientation classes are conducted for the fresher's at the beginning of the academic year to help them understand the importance of Higher Education.**
- **Every lecturer is allotted 20 students to guide and support them for their all round development**
- **The Career Guidance and Placement Cell provide guidance to the students regarding higher studies and employment.**
- **Guest Lectures and Seminars organized for the students.**
- **Classes for the improvement of Communication Skills.**
- **One day orientation programme was organised for the first degree students at the beginning of the academic year to know the nature of the college and the importance of working hard to attain success in their studies.**
- **The subject experts from reputed colleges provide Career guidance through their lectures .**
- **Career guidance and Placement Cell provides guidance to the students to set their future and also to go for higher education.**
- **Career awareness programmes were conducted for final degree students.**

No. of students beneficiaries

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

05

## 5.8 Details of gender sensitization programmes

- **All the students are given an orientation on gender sensitization along with other areas of concern.**
- **Orientation Program for Girl Students.**
- **Women Empowerment Cell conducted Plantation programmes on 8th June 2016 and 11<sup>th</sup> July 2016 in collaboration with Enadu TV & News channel.**
- **An awareness programme on Human Trafficking was organized by the cell in collaboration with Women Cell of Krishna University, Machilipatnam and Help , a social organization on 30<sup>th</sup> July 2016.**
- **The Women Empowerment Cell conducted an awareness lecture to all girl students on “Cancer and the precautionary measures” by Dr. P. Pavani MBBS (M.D) on 14<sup>th</sup> Sep 2016 . She also elaborated on the needed diet that has to be taken by the affected individuals.**

## 5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events : 60

State/ University level  National level  International level

No. of students participated in cultural events 36

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  National level  International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	Nil	Nil
Financial support from government	506	29,93,819
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition:	State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

01-Noble Charity, A Fund raiser organized by the Students and the Women Empowerment Cell
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5.13 Major grievances of students (if any) redressed: Nil



## Criterion – VI

### **6. Governance, Leadership and Management**

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

**The college aims to contribute to the transformation of society through higher education; to empower the marginalized by providing equal access and opportunities; and to strive for excellence.**

**The credit system and academic programmes, the student support structure in the college and the initiations taken up by the college for the holistic growth of the students reflect the mission of the institution.**

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

- **CC Cameras are placed near the main gate, every class room, on the corridors and library.**
- **Centralized Micro phone system in all classrooms and departments.**
- **Internet facility for every department.**
- **The college ensures a system of participative management whereby information pass and decision making process are systematised and channelled through all key components of the college. The suggestions given by the Governing body, the Management Committee and the Finance Committee are implemented by the administrative offices, under the leadership and guidance of the principal.**
- **The Heads of the Departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. The departmental activities and college activities are displayed in the notice board for the notice of staff, students and the public.**
- **Regular meetings of the staff are conducted to discuss and decide on matters relating to academics and administration. For the effective functioning of the college, interactions with stakeholders comprising of faculty, alumnae, and the students are organised regularly.**
- **IQAC also monitors the activities of the departments and the college time to time.**
- **Intercom connections are provided in every department to transfer the information from Management to staff.**

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

#### 6.3.1 Curriculum Development

- **Board of Studies meetings are conducted every year and suggestions and ideas generated are thoroughly discussed and incorporated in the curriculum.**
- **Feedback from the students and other stakeholders is taken.**
- **The students, apart from the core syllabus are given opportunity to learn communication skills, computer skill**
- **Necessary steps are taken to improve teaching and learning methods.**
- **An assessment of the effectiveness of the curriculum is done through feedback obtained from faculty, students, alumnae, subject experts and members of the Academic Audit.**
- **The experience gained by the faculty members as resource persons at conferences, seminars, workshops and also as members of Board of studies and Academic Audit committees in other institutions facilitates the process of revision. The revised courses and syllabi are then discussed in the Board of studies meetings.**
- **The recommendations of the board s are brought to the Academic Council for its approval. The Syllabuses are framed to meet the global needs.**
- **Besides the Core Syllabus, number of skill development, elective papers and knowledge based courses are offered.**

#### 6.3.2 Teaching and Learning

**Necessary steps are taken to improve teaching and learning methods.**

- **The college provides the syllabus for enabling the students to know what they are going to learn.**
- **Academic calendar, with rules and regulations, examination schedule and other academic activities is provided to the staff and students in the beginning of the academic year.**
- **The college has well experienced and qualified lecturers to teach all the courses.**
- **Library kept open one hour before and after the college hours.**
- **Choice Based Credit system is introduced from the academic year 2015-16.**
- **Jumbling model of seating arrangement for semester end examinations.**

- **Internal Squad for the smooth conduct of Examinations.**
- **External Evaluation pattern is followed.**
- **Faculty members are motivated to design contemporary, skill based and value-added courses.**
- **Constant review of testing and evaluation patterns encourages creativity, originality and analytical thinking.**
- **Faculty are encouraged to attend refresher courses, seminars, workshops, conferences and orientation courses.**
- **The students are motivated to present seminars through PPT and peer teaching also through PPT.**
- **Computer aided learning has provided.**
- **Group discussions, assignments , study projects, seminars etc. Are regular teaching and learning methods used in the classroom.**

### 6.3.3 Examination and Evaluation

- **The college has different mechanisms to ensure a systematic conduct of examination and evaluation.**
- **Coding system is followed for evaluation.**
- **Single valuation.**
- **Manual Examination and Evaluation.**
- **Instant examination for Final Degree Students who failed in a single subject.**
- **Supplementary Examinations.**
- **Results are declared within 25 days from the date of the last examination.**
- **Choice Based Credit Based System.**
- **Every student is expected to submit an assignment/paper presentation in each subject in each semester.**

#### 6.3.4 Research and Development

- **The faculty motivates and extends help to the student to do study projects**
- **The staff are motivated to do M.Phil., and Ph.D., Refresher course and Major, Minor Projects**
- **The Management encourages the staff to do research work Part time and publish papers**
- **The best research work and articles are recognised and awarded by the research committee**
- **The staff and students are informed about various fellowships and schemes available under UGC and they are encouraged to apply for them.**
- **Staff are encouraged to publish research articles and the management staff and their contribution in the form of publication acknowledged .**
- **Every department encourage the undergraduate students to do research by way of study projects and seminar papers.**

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- **The college has good infrastructure and spacious library with sufficient computers, Internet facilities**
- **A well equipped Automated Library with New Gen. Lib Software. It is used for bar coding, access to book catalogue and issuing**
- **There are more than 39,450 books and 16 weekly's, 4 monthly's, 4 Fortnights and 3 bi monthly's on various subjects**
- **C C Cameras are installed in Every Block, Administration Block, Office, Computer Labs, Class Rooms, in the Main Gate and Library**
- **One generator is installed in the college, connected to all sections**
- **The college has well equipped Gymnasium with number of equipments such as Lat Rowing, Butterfly, Arm Curl, Leg Curl, Bench Press – Inclined and Declined**
- **Desktops and printers are made available to the staff in almost every department**
- **The ICT facilities and other learning resources are adequately available in the Institution for academic and administrative purposes. The staff and students have access to technology and information retrieval to meet their academic needs.**

### 6.3.6 Human Resource Management

- **The College has committed dedicated faculty and a good Management.**
- **The College has well qualified and competent lecturers to handle the courses.**
- **The faculty extend their services as resource persons, BOS members, University Examination observers etc.**
- **Internet facility is provided to all the departments.**
- **Staff are encouraged to attend Seminars, Workshops, Conferences and Refresher Courses.**
- **Staff members are given opportunity to pursue M. Phil / Ph. D under Faculty development programme of UGC.**

### 6.3.7 Faculty and Staff recruitment

- **Staff recruitment in teaching and non-teaching is done by the Management based on the workload of the departments and are ratified by the commissioner of collegiate education.**
- **College is a minority institution managed by the church of south India, Krishna Godavari diocese.**
- **For recruitment notification will be given to the National and Local News Papers with eligibility, Qualifications and the date of interview. The management comprising of the Chairman, Secretary, Correspondent, Principal, head of the concern department and other board members select the candidates.**

### 6.3.8 Industry Interaction / Collaboration

**The college has constructive relationship with various institutions of the nearby locality to work on various outreach and extension activities.**

6.3.9 Admission of Students

- Admission of students to various courses is based on merit and as per the norms of the government. The Christian Minority students are also given preference in admission.
- The Admission committee verifies the eligibility of the candidates and then admit the candidates.
- Efforts are made to ensure that all students seeking admission to the various courses stay informed through different modes of publicity.
- The college is committed to serving the economically and socially marginalised sections of the society and to this end; the poor students are given opportunity to study in the college.
- The college strictly adheres to the government norms in the admission process giving chance to various sections of the society.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>❖ Group Insurance</li> <li>❖ Maternity Leave</li> <li>❖ OD for attending Seminars, Conferences and Workshops</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>❖ Group Insurance</li> </ul>
Students	<ul style="list-style-type: none"> <li>❖ Students are awarded cash prizes for their outstanding performance in their subjects</li> <li>❖ Scholarships from government and fee concessions from the management.</li> <li>❖ Faculty also extends financial help to the poor and meritorious students</li> <li>❖ Organise orientation programmes for the first year students on all matters.</li> <li>❖ Distribute Bus and train pass.</li> <li>❖ A health centre under the supervision of one of the faculty member and a visiting doctor .</li> <li>❖ Organise student welfare activities by the management and the departments.</li> </ul>

6.5 Total corpus fund generated

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	UGC,NAAC,CCE	Yes	IQAC
Administrative	Yes	External Evaluation Committee	Yes	Various Committees

**External Evaluation:** An evaluation team appointed by the management evaluated the entire administrative and academic activities of the college.

**Internal Evaluation:** The college conducts periodic evaluation in a structured manner through committee meetings. These provide feedback on the teacher performance, syllabus, teaching methodology, evaluation etc. The feedback is used to assess the teaching-learning process. The Academic Council and Governing body also provide valuable feedback.

6.8 Does the University/ Autonomous College declares 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?

- **Supplementary Examination**
- **Introduced Choice Based credit System from the year 2015-16**
- **Implemented credit system**
- **The declaration of result is done within 25 days from the completion of the last exam**

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

**The Autonomous Governing Board member and Academic council member and the autonomy review Committee from the university provide insights on areas of concern on autonomous colleges and for academic excellence. The university gives suggestions to promote innovative methods in the teaching and learning process and to revive its autonomy in an effective manner.**

6.11 Activities and support from the Alumni Association

- **The Alumni extends financial support as and when necessary.**
- **Alumnae provides ideas and suggestions for curriculum development and quality enhancement of the institution.**

6.12 Activities and support from the Parent – Teacher Association

- **Parents express their views and gives valuable suggestions for the development of the students during Parent – Teacher meetings and feed back is taken from the parents and the management and the teachers take efforts to implement them.**
- **Parent promote admissions every year.**

6.13 Development programmes for support staff

- **Non – Teaching staff are encouraged to register themselves for higher education.**
- **Arranges talks on moral and Ethical Values, Motivational and Spiritual talks keep them well balance and healthy.**

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

**The institution conduct Clean and Green programme regularly to inculcate sense responsibility to the students . The following Eco – Friendly measures have taken by the institutions –**

- **Soak Pits prepared by the students**
- **Plantation**
- **Lawn Moving**
- **Pruning of Plants**
- **No vehicle day observed on 1<sup>st</sup> August 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 detail

- **Incentives to the staff**
- **Finance support to attend National and International Seminars, Publication of the research articles to the management staff.**
- **Academic Audit to improve the quality and competency**
- **Remedial Classes for the weak students**
- **Encouraging the staff to do Minor projects, M.Phil., and Ph.D.,**
- **Motivating the students to do study projects.**
- **Participation in Co- Curricular activities.**
- **Conducting talent test s and Quiz competitions on various subjects**
- **Conducting students seminars and PPT's**
- **Every department is provided with computers , laptops and Internet facility**
- **C C Cameras are installed in every block, Main gate, Computer labs, Administrative Block, Library and Class Rooms.**
- **Women Empowerment Cell organised Noble Charity on 9<sup>th</sup> February 2017, the birthday of Rev. R.T. Noble, Founder of Noble Institutions raised funds by displaying some handmade items like candles and crafts made by the teachers and students. An amount of **Rs 15,000/-** raised was equally distributed to five students who are economically backward .**
- **NSS volunteers participated in Mana Neeru Mana Matti programme.**
- **Blood Donation Camp was organised by the NSS Units I & II**
- **No Vehicle Day observed**

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

**The teachers are informed to write teaching diary, Lesson plan and the head of the institution examine them weekly and attest the signature. The plan of action decided at the beginning of the year in the IQAC meeting created a positive impact on the teaching and learning process.**

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

**Best Practices :**

**The College follows a number of best practices and foremost among them are :**

- **Celebration of important days**
- **Mentoring System**
- **Forum for Women Empowerment**

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

7.4 Contribution to environmental awareness / protection

**The following eco – friendly measures are taken by the institutions**

- **Soak pits**
- **Plantation**
- **Pruning of Plants**
- **Lawn Moving**
- **Competitions like essay writing and poster presentation were conducted for the students**
- **No vehicle day observed twice this year.**

7.5 Whether environmental audit was conducted?

Yes

No

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

- **Value education and Mentoring classes are arranged in the regular time table.**
- **Spiritual ambience is created in the campus through daily prayers, spiritual talks by various religious leaders**
- **It promotes research culture and publications**

## **8. Plans of institution for next year**

- **Arrange communicative English Classes for the students**
- **Encourage the staff members to apply and organize UGC Sponsor National Seminars and Workshops**
- **Motivate the faculty to write and publish articles and books**
- **Enhance the Ph. D's , Minor and Major Projects**
- **Strengthen Alumni**
- **Enriching tutorial system and remedial classes.**
- **To Encourage all the departments to conduct community oriented programmes and seminars.**

Name Dr.S.John Earnest

Name Dr.P.V.Anila



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

\*\*\*

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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**ACADEMIC CALENDAR FOR THE YEAR 2016-17****PLAN OF ACTION AND OUTCOMES ACHIEVED**

<b>S.No</b>	<b>Date</b>	<b>Plan of Action</b>	<b>Achievements</b>
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**June - 2016**

1	6	College Re-Opens for I, III & V Semesters	Devotion by Rev. S.Sudhakar, Presbyterian In-Charge, Noble Missionary Church, Machilipatnam
2	8	World Environment Day	Plantation-Observed
3	16	Commerce Expo	Conducted Successfully

**July - 2016**

4	1 & 2	Orientation for I Degree Students	Conducted Successfully
5	1	Department of Botany arranged a Guest Lecture on “Ethano-Medico Botany” by Dr. K. Srividya	Conducted Successfully
6	11	Women Empowerment Cell organised Plantation programme in collaboration with Enadu TV & News Paper	Conducted Successfully
7	15	Department of Zoology organized Guest lecture on “Dentistry” by Dr. Madhuri	Conducted Successfully
8	23	Women Empowerment Cell organised an awareness rally on “Blood Donation” in collaboration with Helping Spot, a Social Organization	Conducted Successfully
9	27	Department of Botany & Zoology together organized a candle Light service in connection with Dr. Abdul Kalam	Conducted Successfully

10	28	Department of Botany & Eco-Club together arranged a workshop on “World’s Natures Conservation Day”	Conducted Successfully
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### August - 2016

11	3 <sup>rd</sup> to 8 <sup>th</sup>	I Mid Examinations	Conducted Successfully
12	9	Department of Commerce Arranged an Industrial Tour to SKAPP Ltd, Penamaluru	Conducted Successfully
13	15	70 <sup>th</sup> Independence Day	Observed
14	29	Department of Chemistry has arranged a Field Trip to Jewellery Park, Pothepalli	Organised Successfully
15	29	Department of Telugu organised Guest Lecture on “ <b>Telugu Bhasha Dinostavam</b> ” by Gittikonda Subba Rao	Conducted Successfully

### September - 2016

16	1 <sup>st</sup> to 7 <sup>th</sup>	Women Empowerment Cell observed National Nutrition Week	
17	2 <sup>nd</sup> to 8 <sup>th</sup>	II Mid Examinations	Conducted Successfully
18	7	Women Empowerment Cell arranged an awareness Lecture by Dr.P.Pavani on “Cancer”	Conducted Successfully
19	21	Department of English has arranged a Guest Lecture by Dr.K.Pankaj Kumar on “Modern Literature-Trends”	Conducted Successfully
20	21	Department of Telugu has arranged a Guest Lecture on “Modern Literature”	Conducted Successfully
21	28	Department of Telugu has arranged a Guest Lecture by Dr. Varuna Kumari on “Jashua Tatvam”	Conducted Successfully

### October - 2016

22	3 <sup>rd</sup> to 7 <sup>th</sup>	Re-Mid Examinations	Conducted Successfully
23	6	Department of Telugu arranged Field Trip to Gilakaladindi Port	Conducted Successfully
24	9	Awareness programme on Personal Hygiene by Dr. M.K.V. lakshmi, Gynaecologist, Lakshmi Nusing Home, Machilipatnam	Organised Successfully by the Women Empowerment Cell
25	10 <sup>th</sup> to 14 <sup>th</sup>	Dasara Holidays	
26	14 <sup>th</sup> to 30 <sup>th</sup>	I,III & V Semester End Examinations	

### November - 2016

27	9	IQAC in collaboration with Helping Spot, a Social organization arranged seminar on "Role of Youth in Nations Development"	Organised Successfully
28	15	NAAC internal inspection by Dr. Prameela, Dr. Raja Rajeswari & Dr. Paul Divakar	Conducted Successfully
29	15	Department of Physics has arranged a Guest Lecture by Dr. Paul Divakar on "Impact of cell phones on environment"	Organised Successfully
30	19	Department of Commerce has arranged a Guest Lecture by N. Jaya Kumar on "Net Banking"	Organised Successfully
31	21	Founder's Day Observed	
32	29	Department of Telugu has arranged a Guest Lecture by Mary Krupa Bai on "Telugu Novel"	Organised Successfully
33	30	Department of Botany & Eco-Club together arranged Field Trip to Srivelapalem	Arranged Successfully

### December - 2016

34	1.12.2015	Red Ribbon Club, Women Empowerment Cell and NSS unit organized Awareness Programme in view of World Aids Day	Awareness lecture by Dr.Rajendra Prasad was organized Successfully
35	2	Women Empowerment Cell	Observed by the Institution

		took the initiative in observing No Pollution Day ( No Vehicle Day)	
36	4	St Andrew's Cathedral / Noble Missionary Church Harvest Festival	Noble College Stall was run & the amount was given to the Church
37	6	Department of English has arranged a Guest Lecture by Dr.M.Koteswara Rao on "Dalit Literature- Ambedkar-Rola Model"	Conducted Successfully by the department of English
38	16	Department of Telugu has arranged a Guest Lecture by B.M. Vasudha on "Kavithalu	Conducted Successfully
39	20	Department of Chemistry has arranged a Field Trip to Bharat Salt Refinery, Kona	Conducted Successfully
40	21	Department of Telugu has arranged a Field Trip to Budha Museum, Ghantasala	Organised Successfully
41	21	Department of Physics has arranged an Industrial Tour to Salt Refineries, Kona	
42	22	Department of mathematics has arranged a Guest Lecture on National Mathematics Day by K. Rama Raju, Lecturer, Sri Venkateswara Degree College, Pedana.	Organised Successfully

**22<sup>nd</sup> December to 1<sup>st</sup> January – Christmas Vacation**

**January - 2017**

43	6	Academic Audit	Conducted Successfully
44	7	IQAC Meeting with NAAC Coordinator & Asst.Coordinator	Conducted Successfully
45	11	Sankranthi Sambaralu by Department of Telugu	Conducted Successfully
46	13 <sup>th</sup> to 17 <sup>th</sup>	Pongal Holidays	
47	18.1.2016 to 21.1.2016	Even Semester I Mid Examinations	Conducted Successfully
48	26	67 <sup>th</sup> Republic Day	Celebrated

**February - 2017**

49	9	No Vehicle Day and Noble Charity	Organised successfully by the Women Empowerment Cell
50	18.2.2016	Even Semester II Mid	Conducted successfully



	to 22.2.2016	Examinations	
51	11	Department of Telugu organized guest Lecture on "Sankarambadi Samdara"	Conducted Successfully
52	19.2.2015	Industrial Tour to Radar Centre	Organised successfully by the department of Physics

**March - 2017**

53	8	International Women's Day Celebrations	Celebrated by the women Empowerment cell
54	15	Guest Lecture on "Rights of Consumer"	Organised Successfully by the department of Commerce
55	17	BOS	Conducted Successfully

**April - 2017**

56	6	Meeting with Members of NAAC, IQAC & Criteria convenors	
57	7	Autonomous Governing Body Meet	

<b>April &amp; May – 2016</b>	-	<b>Summer Holidays</b>
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**June - 2017**

58	8	College Re-Opens for the academic year 2016-17	
59	8	Orientation Programme for the Faculty	Conducted Successfully
60	14	Autonomous Governing Body	Conducted Successfully

**FEEDBACK FORM FROM STAKEHOLDERS**

The college has formal and informal mechanisms to obtain feedback from graduates and employers through various committees.

- Feedback through questionnaire from the students
- Suggestions from faculty through periodical meetings

**NOBLE COLLEGE (AUTONOMOUS), MACHILIPATNAM**

**TEACHERS EVALUATION FORM**

**Name of the Lecturer:**

**Dept:**

**Class:**

<b>S.No</b>	<b>Items/responses</b>	<b>Score</b>
1	The Lecturer is punctual to the class	
2	The Lecturer is able to maintain discipline in the class	
3	The Lecturer comes prepared to the class	
4	The Lecturer explains the concept clearly	
5	The Lecturer generates interest while teaching the class	
6	The Lecturer uses innovative methods to teach the subject	
7	The Lecturer uses other methods of teaching like class room seminar, group discussion, question-answer methods pair work etc., in the class room	
8	The Lecturer shows interest in arranging field visits, guest lectures, study tours, study projects etc., in the subject	
9	The Lecturer is helpful to the weaker students	
10	The Lecturer encourages and guides the student to read library (Subject & General) books	
11	The Lecturer completes the syllabus on time	
12	The Lecturer sets a balanced question paper which can be answered	

	by all sections of the class	
13	The evaluation of the answer scripts is objective, neither very strict nor very liberal	
14	The Lecturer treats every student equally without favouritism	
15	The Lecturer returns the valued answer scripts on time	
16	The Lecturer is available to the students outside the class hours	
17	The Lecturer takes interest in extra-curricular/co-curricular activities	
18	The Lecturer engages the students for the full hour	
19	The Lecturer gives counselling and career guidance	
20	The lecturer takes personal care and shows affection while dealing with the individual students	

<b>Scores</b>	:	
Excellent	:	5
Very Good	:	4
Good	:	3
Average	:	2
Poor	:	1

**NB :** Kindly indicate the score you would like to give in the Score Column.  
Kindly write your other remarks, if any, overleaf.

**BEST PRACTICES OF THE INSTITUTION**

**Ward Counselling and Mentoring:**

Students are divided into batches of 20-30 headed by a Lecturer in-charge namely Ward-Counsellor.He/She maintains the following:

1. Student Academic and Personal Details.
2. Student monthly Attendance.
3. Student academic progress (through Internal Marks)
4. Identifying and Motivating the slow learners.
5. Details of the Parent-Teacher Interaction
6. To create a positive attitude in academically and economically backward students.

Finally, He/She maintains the overall information of his ward and interacts with the parents and other faculty members when it is needed for the overall development of the ward.

## **7.6 SWOT ANALYSIS**

### **Strengths**

1. Thrust to the holistic development of students and effective teaching- learning.
2. The teacher-student relationship enabling the teacher to act as a mentor and guide in solving the academic and personal problems of students.
3. Mineral water facility.
4. Power Generator
5. Well-Equipped Gymnasium, Health Care Centre.
6. Well-Equipped Computer Labs.
7. Well-Equipped Language Laboratory.
8. Botany and Zoology Museums.
9. Open-Air stage.

### **Weaknesses**

1. Cyclone prone area
2. More than 50% students are Economically, Socially and Academically backward.

### **Opportunities**

1. To start new P.G.Courses.
2. Strong support from the Allumni Association and former faculty and other well wishers.

### **Threats**

1. Economically, Socially and Educationally backward rural students.
2. Emerging professional courses reducing the flow of students to traditional courses.
3. The staff and students are always very busy with so many academic activities that it is difficult to find sufficient span of time for extracurricular activities.
4. Lack of recruitment in the vacant aided posts over burdened the Management financially.