

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

Academic & Administrative Audit (AAA) –2022-23

FORMAT – I (COLLEGE PROFILE)

PART – A

1	Name of the College and Address	:	PVKN. Govt. College(A), Greamspet, Vellore Road, Chittoor - 517002
	URL Of website	:	www.pvkngcchittoor.ac.in
	e-mail	:	Chittoor.jkc@gmail.com
	Phone Number	:	9441980501
2	Vision & Mission	:	Enclosed
3	Name of the Principal, email and mobile number	:	Dr. P. Jeevan Jyothi Jyoti4chemistry@gmail.com 9441980501
4	Name of the Vice-Principal, email and mobile number	:	Dr. C. Meera Saheb, Lecturer in Botany cmeerasaheb@gmail.com 8919962288
5	Name of the IQAC Coordinator, email and mobile number	:	Dr. S. Hari Prasad, Lecturer in Statistics prasadsreekaram@gmail.com 9494404963
6	Name of the Academic Coordinator, email and mobile number	:	Dr. P. Bhanu Prakash, Lecturer in Chemistry bhanu.reddy15@gmail.com 9492152931
7	Year of Establishment	:	1961
8	UGC 2(f) and 12 (B) Status (Certificates to be verified)	:	Certificate enclosed.
9	Autonomous Status – Yes / No. If yes, Since _____	:	Yes, Since 10-08-2018
10	RUSA Status	:	Physical works completed Payment is pending in Green Channel
11	College land and Plan details / documents	:	116.28 acres
12	Affiliation Status :Permanent / Temporary (Certificates to be verified)	:	Permanent
13	AISHE Status – Document	:	C-27668-2021
14	NAAC Status	:	
	a) Previous NAAC Cycle Date and Month	:	Cycle – III – 03-04 March, 2022
	b) Date of expiry	:	31-12-2023
	c) Previous grade and CGPA (certificate to be verified)	:	A Grade with 3.02 CGPA

15. Status of Peer Team Recommendations

S. No.	Recommendations made	Recommendations fulfilled
1	Efforts to be taken for appointing more number of permanent teachers	The Commissioner Collegiate Education appointed ___ lecturers against clear vacancy. full time faculty were appointed by the CCE as well as by the RJDCE, Kadapa
2	Starting more PG courses in emerging areas	Five PG courses were started after 2017 <ol style="list-style-type: none"> 1. M.A. Telugu 2. M.Sc., Zoology 3. M.Sc., Statistics 4. M.Sc., Computer Science 5. M.Sc., Environmental Science
3	Urgent measures to be taken to step up student enrolment for various courses in UG	<ul style="list-style-type: none"> • Open House Demonstration • Linkage activities with 13 Junior Colleges • DST Inspire Science Camp • Teachers, Alumni, Students Publicity, Local media
4	Persuade teachers to acquire higher qualification and encourage research culture	The Research Advisory Committee is constantly giving guidance to the faculty who don't have Ph.D. As such, two faculty members are pursuing their Ph.D.
5	More external funds to be generated through major and minor projects	Proposals submitted to the DST and DBT
6	Make ICT enabled teaching a regular practice to enrich teaching learning process	The Commissioner of Collegiate Education, AP, Vijayawada framed SOP, all faculty have been engaging their classes through ICT and it became a regular practice in the campus.
7	Publication output by faculty at national and international levels to be augmented considerably	2017-18 – 18 2018-19 – 21 2019-20 – 10 2020-21 - 29
8	Seminars, conferences and workshops at national & international levels may be organized as well as attended by faculty members	<ul style="list-style-type: none"> • National Workshop on “Trends in Conversation of Biodiversity” was organized by the department of Botany on 24th& 25th August, 2017 • One day workshop on “E-Office” organized on 17-11-2017 • A Capacity Building Workshop on E-waste Management was conducted on 10-07-2018 • One Day Capacity Building workshop on “Internal Academic and Administrative Audit” on 16.02.2019 • sponsored One Day National Workshop on Emerging Trends and E-Tools in English Language Teaching” was organized on 23-03-2019 • One Day National Workshop on “Crypto Currency and Block Chain Technology” was organized on 23-03-2019 • One Day National Seminar on “The Recent Trends in Commerce, Computer Applications and Business Analytics in Era of Digital Economy” was conducted on 27-02-2020

		<ul style="list-style-type: none"> • A One Day National Workshop on “Trends in Climate Change in View of Statistical Scenario” was conducted on 29-02-2020 • A One Day National Conference on “Emerging Trends in Green Energy and Environmental Sustainability” was conducted on 02-03-2020 • One Day Workshop on Hard Skills and Soft Skills for Career is conducted on 23/10/2019. • Webinar on Industry – Academia Innovative Practices and Perspectives for the Prospect of Students on 3rd June, 2020
9	Scope for campus placement to be enhanced	<ul style="list-style-type: none"> • To invite all the HRs of various companies and make MoU's and assure them to conduct number job drives • Encourage the students to become entrepreneurs which leads to make number of employees /workers/partners • Assure that Company HRs to take our students as Job Holders who are have all skills regarding that respective company • By Promoting the Student Progress in Studies, Sport, Cultural Activities by Press and Electronic media • Encouraging the money lenders to Construct number of Companies /Industries/Buildings • To increase Employment and decrease Unemployment in the society which leads to gradual growth in the Society • Make Interaction Between Former Students with Pursuing Students to refer them and guide them to get Job Opportunities
10	Steps to be taken to strengthen career guidance, counseling, monitoring etc. for empowering students	<ul style="list-style-type: none"> • By Conducting JKC Training program for Final year Students within three batches every year • Career Guidance cell have to conduct number of programs regarding Future Guidance by inviting Resource persons and experts • Motivating Final year students to get participate in every Placement Drives without fail • Conducting number of off campus /on campus Job drives regarding different sectors • By implementing PEER teaching methods for Post Graduate students who are interested in Teaching Field • Encouraging students to take part in Company Internships /Training Programs/Apprentice • Make opportunities to students to Visit Industries/companies/Thermal Plants regarding their streams. • Conducting more number of Activities like JAM, Group Discussion, seminars ,workshops regarding Career Guidance ,Job opportunities and Vertical Progression.
11	Competitive examinations and life skill development talents of students to be increased	<ul style="list-style-type: none"> • A Competitive cell of the college conducts coaching to the students. • Life skill courses were introduced in all programmes, like Physical fitness, Yoga - Meditation

Action Taken report to be attached

16. Previous Recommendations of Academic Audit of the CCE (2020-21)

No. of suggestions made	No. of suggestions implemented
27	27

S.No.	Criteria	Recommendations by AA*	Action Taken
I	CURRICULAR ASPECTS	1) Implementation of Online Courses (MOOCs etc) - May be improved	The existing committee is advised to prefer more number of online courses to the students and staff
II	TEACHING, LEARNING & EVALUATION	1. Usage of Virtual classes (Minimum 2 classes per subject per month) - Usage of Virtual Classes may be enhanced.	A separate time table has been framed for usage of virtual, digital, e-classes and interactive panels
		2. Academic, Cultural & Sports events organized (International/ National/ State/ District/ Inter Collegiate/ College Level - More programs may be conducted	1) Inviting academic experts from reputed institutions. 2) Cultural committee has been providing training /practice to the aspirants in cultural activities. 3) The college has been designed physical fitness programme every Friday, all students are attending at the play field in Physical Fitness programme. A separate coach is engaged for giving training in sports and games.
III	RESEARCH, INNOVATIONS AND EXTENSION	1) Research Guides in the College - Faculty are advised to apply for Research guideship	The Research Core Committee has been designed Action Plan and identified the eligible departments
		2) Research Scholars working for Ph. D - Faculty are advised to go for research activities.	Five students and one faculty has a team pursuing local / community research in and around Chittoor town.
		3) Major/Minor/Other Research Projects Completed / Ongoing (During the last two years) - May be applied for more projects.	Proposals were already submitted to the different funding agencies. Some more proposals are to be submitted very near.
		4) Financial Assistance extended by the institution to the faculty members for participating/ presenting research papers in national/ international seminars/ workshops etc to foster research culture. - Financial aid may be extended to improvise Research activities	The college extending financial support to the faculty who are attending national level conferences / capacity building programmes / Training of Trainers (ToT) programmes / workshops.
		5) The Institution has an ecosystem for innovation/Start ups including incubation centre and other initiatives for transfer of knowledge (Local innovations /Entrepreneurship Hub) - May be improved.	Every year on September, 5th, the college organizes Industry Academia Interaction for exchange of ideas, resources and expertise.
		6) Books Published for the last two years (Single Author/Co Author) - Publications may be improved	Senior faculty who identified as LMS content generators have been prepared text books, published by the Commissioner of Collegiate Education, Govt. of AP, - Life Skill courses, Skill Development Courses - Distributed to the UG students
		7) No of Papers published per teacher in the UGC notified journals (SCOPUS, Web of Science, ICI) for the last 2 years - May be improved	The Research Core Committee has advised the faculty - quality, high impact factor articles shall be published in reputed / UGC Care

			Journals.
		8) No.of Indexed Publications (h&i) May be improved	The Research Core Committee has advised the faculty - quality, high impact factor articles shall be published in reputed / UGC Care Journals.
		9) No. of Books and Chapters in edited volumes/Books and papers published in National and International conferences (with ISBN) - May be improved	Action is designed
		10) Awards and Achievements for Research during the last two years - May be improved	-
		11) Extension Activities carried out through Govt/ Govt recognized bodies - May be improved.	DRC, NSS, NCC, WEC, YRC, RRC, Eco-Club, Consumer club - the conveners are advised to conduct more number of extension activities
		12) No. of Awards and Recognitions received for Extension activities from Government/ recognised bodies for the last 2 years - May be further enhanced	The college bestow to put more efforts in order to get higher score at national level.
		13) Areas of Consultancy offered and Amount generated (during the last 2 years) - May be improved	Planning to improvise the funding through consultancy
		A. Faculty Exchange - May be improved	The conveners of academic exchange programme have been extending their academic expertise to Intermediate students
		B. Student Exchange - May be improved	Open House, Science Exhibition, Gender awareness programmes, Government awareness programmes. The college invites and involve the students of other colleges for exchange of knowledge
		E. OJTs - Improvise	The OJT training is scheduled in the VI semester for the period of six months. All final year students are mapped to the industries for taking internship training at industry for getting work experience / skills.
V	STUDENT SUPPORT AND PROGRESSION	The Institution has a transparent mechanism for timely redressal of: A.Sexual harassment B. Ragging - Mechanism may be improvised	Anti-Ragging committee, Redressal committee have resolved the recorded grievances within a week. Online Redressal App is designed and given access at CCE's website
		Record of Women Empowerment Cell (WEC) - May be improvised	Action plan is designed,
		Students' Progression to Higher Education - May be enhanced	Action plan is designed,
		Students' Progression to Employment - May be enhanced	Action plan is designed,
		Students' Progression to Entrepreneurship - May be encouraged	Action plan is designed,
		Percentage of students qualifying NET/SET/GATE/GMAT/CAT/TOFEL/Civil Services/ State Govt Examinations (Qualified students/Total No of students x	The action plan is designed

		100) - May be special coaching offered	
		No. of awards/medals for outstanding performance in sports/cultural activities (State/National/International/University levels only) - May be improved	The Governing body approved for institution of Gold medals in each group to secure highest CGPA during their tenure
		Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution - May be improved	Involved student representatives in all academic and administrative committees for seeking their suggestions.

17. NIRF Rank (if any) : Year: 2021-22 – Participated in NIRF ranking

18. ISO Certification: Year: **2021**

19. Awards & Achievements for the institution during the current Academic Year with details:

PART - B

1. No. of Programmes offered by the College

Year	2022-23	List of Programmes	2023-24	List of Programmes
Number of Programmes	14	1. Botany, Chemistry, Zoology 2. Mathematics, Physics, Computer Science 3. Mathematics, Electronics, Computer Science 4. Mathematics, Statistics, Computer Science 5. Botany Horticulture, Chemistry 6. Dairy Science, Zoology, Chemistry 7. Chemistry, Microbiology, Computer Science 8. B.Vocational FPT 9. Blended B.Sc. 10. B.Com. General 11. Computer Applications 12. Banking, Insurance and Financial Services 13. BBA Logistics 14. B.A. History, Economics, Political Science	11	1. B.Sc. Botany 2. B.Sc. Chemistry 3. B. Sc. Physics 4. B.Sc., Mathematics 5. B.Sc., Zoology 6. B.Sc., Computer Science 7. B.Com. General 8. B.Com. Computers 9. B.A. History 10. B.A. Economics 11. B.A. Political Science

2. No. of Value Added Courses introduced (last two years)

Year	2021-22	List of courses	2022-23	List of courses
Value Added Courses				

3. Details of teaching faculty

No. of Posts	Sanctioned	Working	Vacancies
Regular	65	17	48
PTL	00	00	00
Contract	00	25	00
Guest	00	18	00
Total	65	60	48

4. Qualifications of teaching staff

Teaching staff	PG	M.Phil.	Ph.D.	NET / SET
Regular	2	0	13	2
PTL	0	0	0	0
Contract	9	5	10	1
Guest	14	1	1	2
Total	25	6	24	5

5. Details of non-teaching faculty

No. of Posts	Sanctioned	Working	Vacancies
Administrative Officer	1	1	0
Superintendent	1	1	0
Senior Assistant	5	5	0
Junior Assistant	2	2	0
Typist	3	0	3
Store Keeper	2	1	1
Herbarium Keeper	1	0	1
Museum Keeper	1	1	0
Record Assistant	10	10	0
Gasman	1	0	1
Mechanic	1	0	1
Electrician	1	0	1
Office Subordinate	13	1	12
Sweepers	4	1	3
Nightwatchman	2	0	2
Waterman	2	0	2
Scavenger	1	0	1
Gardener	1	0	1
Ayah	1	0	1
Total	53	23	30

6. Student Strength Particulars

a) During the last two years

Year	2021-22			2022-23		
	I	II	III	I	II	III
No. of Students	509	438	329	337	485	409

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

Programme wise	2021-22			2022-23		
	Appeared	Passed	%	Appeared	Passed	%
B.A.	44	41	97.61	30	16	53.33
B.Com.	133	105	78.94	124	63	50.80
B.Sc.	165	148	89.69	184	97	52.71
M.A.	10	9	90	8	8	100
M.Com	44	41	93.18	37	37	100
M.Sc.	92	87	94.56	149	135	90.60

8. Teacher – Student ratio (Current Year) : 1 : 12

9. Infrastructure Details (Physical and Academic facilities of Criterion – IV)

i	Total no. of class rooms	42
ii	Total no of laboratories	25
iii	Total no. of digital class rooms	03
iv	Total no. of virtual classrooms	06
v	Total no of ICT enabled class rooms	03
vi	Total no. of studios	00
vii	Total no. of computers, student & Computer Ratio	180
viii	Total no. of printers	16
ix	Total no. of scanners	03
x	Total no. of Xerox facility	03
xi	Total no. of Wi-Fi routers	01
xii	Internet Bandwidth	100 mbps
xiii	Seminar halls	03
xiv	Auditorium	01
xv	Details of sports facilities	Spacious Playground, Indoor and Outdoor games
xvi	Gymnasium (No. of stations)	02
xvii	Rooms for administration	02
xviii	Water – RO Facility	Available
xix	Toilets for staff (Men / Women/Differently abled)	03
xx	Toilets for students (Men / Women/Differently abled)	07
xxi	Divyanggan friendly facilities (Ramps / Lifts / Softwares)	Ramps
xxii	No. of fire extinguishers in the labs and	12

	corridors	
xxiii	Solar energy details – LEDs, Green Audit Status	Green Audit conducted
xxiv	Library	
	- No. of Books & Journals	79864
	- Status of Automation	Automated Digitalization is under process
	- E-journals	
	- NList subscription	
	- Internet	Available
xxv	Women's Waiting hall	Available
xxvi	Grievance Redressal Cell	Available
xxvii	Health Centre	Available
xxviii	ELL	01 lab
xxix	JKC lab	01 lab
xxx	Computer Labs	04 labs

10. Research:

- No. of Collaborations / Functional MoUs

Year	2021-22	2022-23
Number of collaborations / MoUs	17	17

- No. of publications in UGC-CARE listed journals

Year	2021-22	2022-23
Number of publications	14	UGC CARE listed - 06 Total Publications - 21

- No. of Start-ups

Year	2021-22	2022-23
Number of start-ups	0	0

- No. of patents

Year	2021-22	2022-23
Number of patents	00	0

- No. of Research Guides

Year	2021-22	2022-23
Number of Research Guides	0	0

Year	2021-22	2022-23
Number of Research Scholars	0	0

- No. of Research Scholars

- No. of Major / Minor Research Projects

Year	2021-22	2022-23
Number of Major RPs	0	0
Number of Minor RPs	0	0

- Incubation Centre / s: Yes / No
- Consultancy Offered:

Area	Organization (MoU)	Revenue Generated
Food Processing	Suvera Processed Foods Pvt. Ltd., 15-2994, Balaji Nagar, CB Road, Chittoor district	_____
Food Processing	Siddarth Agro, Shop No.5, Srirama Shopping Complex, Muthy Maistry Street, Chittoor	_____
Food Processing	Hayath Foods, Vengareddypalli Village, Cherulopalli Post, Via-Santhapet, Tirupati-Bangalore Bye Pass Road, Chittoor	_____
Food Processing	Natural Foods & Facials, Thapupulapalli Village & Post, Puthalapattu Mandal, Chittoor district	_____
Food Processing	Jain Farm Fresh Foods, Gangadhar Nellore Mandal, Chittoor district	_____
Food Processing	Global Farm Fresh Pvt. Ltd., Kongareddypalli, Encheruvupalli Post, Puthalapattu Mandal, Chittoor district	_____
Food Processing	RMM Food Products, Gangasaram Village, Reddigunta Post, Vellore Road, Chittoor district	_____
Food Processing	Foods and Inns, Kanakaneri Village, Pallur Post, Gudipala Mandal, Chittoor district	_____
Food Processing	Sun Gold Processed Foods, Madupollur Road, Nalagampalli Village & Post, Bangarupalyam Mandal, Chittoor district	_____
Food Processing	Suvera Processed Foods Pvt. Ltd., 15-2994, Balaji Nagar, CB Road, Chittoor district	_____
Food Processing	Siddarth Agro, Shop No.5, Srirama Shopping Complex, Muthy Maistry Street, Chittoor	_____
Food Processing	Sri Manjunatha Fruit Canning Industries, 2-1087/1, Puttur Road, Kongareddypalli, Chittoor	_____
Food Processing	Navya Foods Pvt. Ltd., #6, D. No. 3038, C.B. Road, Greampet, Chittoor	_____
Food Processing	Sri Balaji Hatcheries Pvt. Ltd., 4-1667/2, Durganagar Colony, Chittoor	_____
Food Processing	Jayabhaskar Processed Foods, 22-929-10-A7, Plot No. 301, Anjanadri Apartment, Vijayanagar, 3 rd Main, Chittoor district	_____
IT / ITes	CAD Point, Chittoor, Chittoor district	_____
Agriculture	Rathna Biotech Pvt. Ltd., Kolamasanepali (V&Po.) Palamaner Mandal, Chittoor district	_____

Power	Amarraja Batteries, Nunegundlapalle(V), Bangarupalyam Mandal, Chittoor District	_____
Food Processing	JP Dairy Foods, 89-38, 3C, 4D, Unit II, Nunegundlapalle(V), Bangarupalyam Mandal, Chittoor District	_____

11. Policies prepared and implemented

1. **Admission Policy and Procedures**
2. **Attendance Policy**
3. **Examination and Evaluation Policy**
4. **Research Policy**
5. **Academic Curriculum Development Policy**

12. No. of Committees appointed (Provide links of meeting minutes & reports)

13. Extension activities (current year) – 2022-23

a)	No. of Extension activities in the Neighborhood for Social and holistic development	00
b)	No. of Extension activities conducted through NSS / NCC / RED CROSS / YRC	06
c)	No. of Extension activities in collaboration with government agencies	00
d)	No. of Extension activities in collaboration with Non-Government Organizations	01

14. Feedback, Student Satisfaction Survey mechanism adopted : **YES**

15. Alumni Association – Involvement and activities :

16. Awards and Achievements – Current year (to be verified)

- Students
- Staff

17. Total No. of Scholarships and free ships (Current year) **07 (Total Students – 3281)**
Total Amount in Rs. **Rs. 77,15,687/-**

18. Total No. of capacity building and skill development activities conducted by the college (Current Year).

Teaching	03 1. Three Day Non-Residential ToT on Internships / Apprenticeship Management and Learning Management System from 05-01-2023 to 08-02-2023 in five batches. 2. Six Day Non-Residential ToT on English Medium of instructions from 05-06-2023 to 24-06-2023.
Non-Teaching	-

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

Trainings

Year	2021-22	2022-23
Number of students registered	81	205
Number of students trained	81	205
a. from your GDC	81	205
b. from other colleges	0	0

Placements:

Year	2021-22	2022-23
No. of companies visited the campus	03	12
Number of students placed	18	258
a. from your GDC	12	55
b. from other colleges	6	203

CSP:

Year	2021-22	2022-23
Number of students participated in CSP	509	337
a) B.A.	67	18
b) B.Com.	199	181
c) B.Sc.	243	138

Internship”

Year	2021-22	2022-23
Number of students participated in CSP	438	472
a) B.A.	50	67
b) B.Com.	164	189
c) B.Sc.	224	216

Types of Internships:

Year	2021-22	2022-23
Total No. of Physical Internships	329	459
Total No. of Online Internships	0	0
Total No. of Paid Internships	0	0

20. Student Support and Progression

A. Students Progression to Higher Education (Programme Wise)

Year	2021-22	2022-23
Number of Students	477	459
a) B.A.	5	7
b) B.Com.	22	26
c) B.Sc.	26	33

B. Employment (Programme Wise)

Year	2021-22	2022-23
Number of Students	477	459
a) B.A.	10	10
b) B.Com.	46	36
c) B.Sc.	33	30

C. Entrepreneurship (Programme wise)

Year	2021-22	2022-23
Number of Students	477	459
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	Rs. 273171.00
B	Non-Governmental bodies	0
C	Individuals / Philanthropists	0
D	CSR	0
E	Budget allocated for infrastructure	0
F	Expenditure for Books & Journals	Rs. 55125.00

Budget Sanctioned - **Rs. 4,05,500/-**

Utilized - **Rs. 3,28,296/-**

22. Governance and Leadership

- Institutional Perspective Plan (Next two years)

23. Contribution of IQAC

- **Incremental changes during the last two years.**
- Regular Classes and Examinations. Admin and Design in tune with need based Employment Opportunities.
- initiatives to increase Admissions and conduct of Online Admissions. Content Development by Faculty in YouTube Channels, Blogs etc., and Regular monitoring on Effective implementation in College website
- Introduction of New Courses under syllabus using Digital Resources. Effective Implementation
- Three Day Non-Residential ToT on Internships / Apprenticeship Management and Learning Management System .
- Students. Evaluation process and presentations by faculty in CCE Portal. Apply for Apply for One Women Hostel facility Examination Branch. Interaction with the students through Online by Principal Hostel.

24. Best Practices of Institution

- 1.
- 2.

25. Evaluative Reports of the Departments

26. For Autonomous Colleges

A. Academic Council

- Last Academic Council meeting date **29-10-2023**
- Major decisions for enriching curriculum / Academics

S. No.	Suggestions and Recommendation by the Members	Action Taken Report by the Principal
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1	Paid internships to be provided	IV Semester [Short Term Internship] and VI Semesters [Long Term Internship] were provided with paid internships through Industry Academia Interactions
2	Online Fee Payment for students is to be introduced	F-MAP was implemented and it is monitored by the Commissioner of Collegiate Education, Govt. of AP
3	Training to faculty members to implement ICT based teaching methods, life skill courses and skill development courses more effectively	All the faculty members were trained through different Training of Teachers [ToT] programmes organized in the college on Content Delivery & Assessment on ICT, Skill Courses and English Medium of Instructions by Master Trainers

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.

S. NO	ITEM	Estimated expenditur(RS)	Balance amount for the year 2022-23
1	Printing of Main Answer / Practical/ Midterm book lets	7,00,000	15,83,450/-
2	Remuneration to Q.P Setters semester	2,20,000	
3	Printing of Question Papers	3,00,000	
4	Paper valuation Remuneration	2,50,000	
5	Conduction of Internal& External Examinations	1,90,000	
6	Strong Room Expenditure	1,50,000	
7	Transportation Charges to Paper valuation	50,000	
8	Software maintenance	2,00,000	
9	Publication of results through college web portal	80,000	
10	Certificate printing -Security features	1,20,000	
11	Graduation day celebration	50,000	
12	TA & DA to malpractice committee	15,000	
13	Remunerations to Examination	2,00,000	

	cell staff		
14	Miscellaneous	10,000	
	TOTAL	25,35,000	

C. Board of Studies

- Mechanisms for updating curriculum
- justification Reports for Curricular Revamp

D. Governing Body

- Last Governing Body meeting date **05-11-2023**
- Major resolutions for administration

S. No.	Major resolutions for administration
1	Nominated positions (Academic Coordinator and Assistant Academic Coordinators) to coordinate the academic activities and their documentation and internal assessment etc. in the Academic cell
2	Nominated positions i.e. Controller of Examinations and Assistant Controller of Examinations along with supporting staff in Examination Cell
3	Proposed members of statutory committees Academic Council, Board of Studies and Finance Committee under the specified categories as per the UGC Regulations for ratification
4	Approve the resolutions passed in Academic Council meeting held on 29-10-2022 and recommended to Governing Body.
5	Management Information System (MIS): To consider and approve the automation and installation of software for the purpose of processing the data base, its maintenance, security, data access to the students, controlling and analysis required in office, examination cell and library E-administration as per the NAAC revised quality framework guidelines for Autonomous Colleges.
6	Approve the code of conduct for the students and the staff

27. College Handbook (to be uploaded on the college website)
28. College Magazine (to be uploaded on the college website)
29. Monthly News Letters (to be uploaded on the college website)
30. Departmental meeting Minutes Registers (to be verified)
31. Reports of various committees (to be verified)
32. CPDC / Finance Committee Meetings Minutes Registers (to be verified)
33. Implementation status of Biometric Attendance and TLP Reports (to be verified).