SRI VENKATESWARA COLLEGE

(UNIVERSITY OF DELHI)

ACADEMIC & ADMINISTRATIVE AUDIT

Report

2018-2019

CONTENTS

Dr R D Shinde (Member)　　　　　　　*Dr Vijaya Kumar (Member)*　　　　　　　*Dr Jandhyala BG Tilak (Chairman)*

1.1. About the College

Sri Venkateswara College, under the aegis of the Tirumala Tirupati Devasthanams (TTD) Trust of Andhra Pradesh is now in its 57th year since its inception in 1961. Fired with the zeal of promoting the cause of education the three stalwarts in the public domain, Smt. Durgabai Deshmukh, Dr K. L. Rao and Dr. C. Anna Rao, transformed their spirited vision and dream to reality in the shape of Sri Venkateswara College.

The foundation stone for the construction of a full-fledged building in the spacious 15 acres provided at Dhaula Kuan was laid on August 20, 1961 appropriately and auspiciously by Dr Sarvepalli Radhakrishnan, India's outstanding teacher, scholar and statesman. The college has seen tremendous development since its inception. It began functioning modestly in a school building of the Andhra Education Society at Rouse Avenue, New Delhi with 273 students and 13 staff members and moved into its own spacious buildings in Dhaula Kuan in 1971.

The TTD is an autonomous organization managing the affairs of Lord Balaji. TTD's constant efforts at building and providing for quality education throughout the country are widely known. Drawing on the munificence of Lord Venkateswara himself, the temple trust has always endeavored to spread His grace by founding world class institutions spreading knowledge to millions who will benefit from it. It has always been one of the founding missions of the trust to have educational institutions that would merge traditional wisdom with progressive streams of knowledge including technical awareness. Over the years they have unhesitatingly encouraged all opportunities for growth and development in these institutions. Sri Venkateswara College has over the years emerged as a premiere institution amongst several which are supported by the Devasthanams Trust.

The college is known for excellence in academics, sports and overall development of students who have the privilege of studying here. It is known as one of the prominent institutions where students from all across the country vie to take admission. The reason being the very highest standard of rigor and uncompromising quality shown by the committed faculty and administration in facilitating and imparting education. As the number of students grows in leaps and bounds the college has done the utmost to keep itself abreast with the latest facilities so as to maintain the ideal of quality above quantity.

It is indeed no mean achievement to be recognized by the UGC as a Centre for "**potential for excellence**" (2004-2008) and as "**Star College**" by the Department of Bio-Technology, Government of India (2011). This has subsequently been upgraded into the **DBT Star Status** for all the science departments in the college in 2015. Following this, the College has been accredited **A grade by UGC-NAAC** in the year 2016.In addition, the college has also been bestowed with several innovative research projects to tap the research potential of undergraduate students, with the association of faculty members in each project.

Sri Venkateswara College has been associated with various student exchange programs over the years in association with the South Eastern University, Sri Lanka and made presentations on Human Development and Indian Culture. The college has been part of the UKIERI exchange program, now called the Generation UK India-Study India Program. Our faculty members have also been to other institutions of repute under the U21 program which include the Aarghaus University, Copenhagen, University of Nottingham and Belarusian State University, Minsk.

Continuing the rich tradition of academic activity, many of the departments including Biochemistry, Physics, Chemistry, Botany, Zoology, Commerce, English, Hindi, Economics, Sanskrit, Political Science etc. have organized seminars, workshops and popular lecture series in the college. Sri Venkateswara College believes in imparting 'value based instruction' which is woven into the very texture of the 'value integrated education' that we impart to the students. Our scholarly pursuits are nurtured with the idealism of spirituality and we believe that our effort to inculcate the values of both in our students is the only way to ensure their holistic development. We sincerely strive to achieve that perfect balance in our endeavors here.

The success story of our college has only further corroborated the college's claim as one of the best colleges in the University of Delhi. Our academic growth has scaled new heights with the medals that our students have brought to us. Sri Venkateswara College heralds the ushering in of a new dawn of quality education and re-defining higher education in 21st century India.

Principal, S V College

Dr R D Shinde (Member)   *Dr Vijaya Kumar (Member)*   *Dr Jandhyala BG Tilak (Chairman)*

1.2 Brief Data about the Institution

1. **Name and Address of the College:**

Name:	Sri Venkateswara College
Address:	Benito Juarez Road, Dhaula Kuan , New Delhi 110021
City:	New Delhi	Pin: 110021	State: Delhi
Website:	www.svc.ac.in

2. **Head of the Institution :**

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. P. Hemalatha Reddy	*Office*: 011-24112196 *Res*: 011-24112195	9711796886	011-24118535	principal@svc.ac.in

3. **Status of the Institution:**   Constituent College
4. **Type of Institution:**   Regular Co-Education
5. **Date of Establishment of the College:**   17th July 1961
6. **University to which the college is affiliated:**   University of Delhi
7. **Details of UGC Recognition**:   2(f) & 12b
8. **College Recognition**

   - **UGC -College with Potential for Excellence (CPE)** :   September 02, 2004
   - **Department of Biotechnology, Govt. of India:**   DBT Star College Scheme: 2011

     DBT Star College Status: 2015

9. **College Accreditation:**
   - **NAAC Accreditation (Cycle 1):**   A GRADE with a score of 3.16
   - **NIRF Rankings (2018) :**   24

10. List the departments:

Faculty	Departments
Arts	Economics
	English
	Hindi
	History
	Political Science
	Sanskrit
	Sociology
	Tamil
	Telugu
Commerce	Commerce
Mathematical Sciences	Mathematics
	Statistics
Science	Biochemistry
	Botany
	Chemistry
	Electronics
	Physics
	Zoology

10.	**Number of Programs offered** :	20 UG and 09 PG
11.	**Number of Professional /Add On / Certificate Courses Offered :**	12
12.	**Programs with CBCS Mode** :	All 20 UG Programs
13.	**Number of Faculty :**	Regular: 92 Ad-hoc: 95 Guest: 17
14.	**Student Strength :**	3958 (2016-2017); 3646 (2017-2018); 3478 (2018-2019)
15.	**Year of Establishment of IQAC:**	2016
16.	**Name of the IQAC Coordinator**:	Dr. N. Latha, Associate Professor**,** Dept of Biochemistry
		Email: iqac@svc.ac.in

Dr R D Shinde (Member)   *Dr Vijaya Kumar (Member)*   *Dr Jandhyala BG Tilak (Chairman)*

1.3 Academic and Administrative Audit (AAA)

1.3.1 Academic & Administrative Audit: Introduction

Over the years, the **National Assessment and Accreditation Council** (NAAC) of India has evolved tools and guidelines for improving quality for different levels of Higher Education Institutions (HEIs) and for its sustenance. By establishing Internal Quality Assurance Cell (IQAC) in higher educational institutions and undergoing External Quality Assurance process it's possible to continuously strive for excellence.

The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. The NAAC expects the Institutions to undertake continuous Academic and Administrative Audits (AAA).

About **Academic and Administrative Audit** (AAA):

Academic and Administrative Audit (**AAA**), are very essential for the excellence in Higher Education. These are interrelated concepts. Thus in order to have a quality oriented academic, there should be a strong administrative background.

Academic Audit: - Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs.

Administrative Audit: - It can be defined as a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative departments' control of the overall administrative system etc.

1.3.2 Objectives of Academic Audit

The purpose of the Academic Audit is to evaluate the performance of the departments/units and appreciate their achievements and give suggestions for further improvement of the quality of teaching, research, administration, and curricular and extra-curricular activities

1.3.3 Internal Quality Assurance Cell (IQAC)

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. The objectives of IQAC are -

1. To set quality performance indicators in domains of education, research and administration pertaining to departments/programs and other units of the Institution.
2. To develop benchmarks for quality performance indicators
3. To develop strategies to evaluate quality performance indicators
     i) To evolve and implement self-evaluation proforma for faculty members and executives
     ii) To evolve and implement stakeholders' feedback assessment
     iii) To facilitate periodic academic and administrative audit
4. To develop strategies to improve quality

1.3.4 Academic & Administrative Audit Committee

Dr. P. Hemalatha Reddy	Principal, Sri Venkateswara College
Dr. N. Latha	Coordinator, IQAC
Dr. R P Singh	Associate Professor, Department of Chemistry
Dr. S. Venkata Kumar	Associate Professor, Department of Commerce
Dr. Padma Suresh	Associate Professor, Department of Economics
Shri Virendra Kumar	Administrative Officer, Sri Venkateswara College

1.4 Overview of Academic & Administrative Audit

1.4.1 List of Departments/Units

S. No	DEPARTMENTS	Teacher in Charge/ Coordinator	Courses offered: UG/ UG & PG*	Total Number of Teachers (of whom regular)	Number of Students (UG +PG wherever applicable)
1	Department of Biochemistry	Dr. Nitika Kaushal	UG	13 (12)	100
2	Department of Botany	Dr. Kalyani Krishna	UG & PG	14 (04)	87
3	Department of Chemistry	Mr. H. C. Tandon	UG & PG	20 (06)	286
4	Department of Commerce	Dr. Sunita Chhabra	UG	15 (04)	677
5	Department of Economics	Dr. M. Padma Suresh	UG	10 (05)	168
6	Department of English	Dr. Ratna Raman	UG & PG	08 (04)	152
7	Department of Electronics	Dr. Nutan Kala Joshi	UG	14 (06)	107
8	Department of Hindi	Dr. Aravind Kumar Meena	UG	12 (12)	116
9	Department of History	Dr. Vandana Joshi	UG & PG	08 (04)	201
10	Department of Mathematics	Dr. Mainak Mukherjee	UG & PG	15 (07)	333
11	Department of Physics	Dr. Renu Jain	UG& PG	10 (07)	163
12	Department of Political Science	Dr. Jita Mishra	UG	06 (03)	149
13	Department of Sanskrit	Dr. Punita Sharma	UG & PG	06 (03)	131
14	Department of Sociology	Dr. Geeta Jayaram Sodhi	UG	09 (05)	112
15	Department of Statistics	Dr. MVR Prasada Rao	UG & PG	08 (04)	144
16	Department of Zoology	Dr. Anita Verma	UG & PG	14 (03)	106
17	B.Sc. (Hons) Biological Sciences (Programme)	Dr. Kameshwar Sharma YVR	UG	Faculty from relevant Departments	100
18	BA (Programme)	Dr. Ram Kishore Yadav	UG	Faculty from relevant Departments	346
19	MIL (Modern Indian Languages)	Dr. S. Seenivasan (Tamil) Dr. E. Muralidhara Rao (Telugu)	UG	Tamil 02(02) Telugu 03(01)	Tamil & Telugu (part of BA Programme course)

S. No	Units	Convenor/Warden	Teaching Staff in the Committees	Non-Teaching Staff/Office Staff	Number of Students
20	ICT Laboratories	Dr. Vartika Mathur	06	03	Central Facility for all students
21	SVC Hostel (Boys & Girls)	Dr. Nandita Narayansamy (Girls) & Dr. Mukti Kant Sukhla (Boys)	04	02	75 (Girls Hostel) 72 (Boys Hostel)
22	Administrative Units	Shri. Virendra Kumar Administrative Officer	NA	Academic Unit- 09 Accounts Unit - 08 Establishment Unit -06	NA

* Post Graduate (PG) students are admitted in the College with all administrative support and library access. Only tutorial classes are held by the respective departments in the college.

1.4.2 Focus Areas

(a) Defining intended Course and Program Outcomes

(b) Identifying curricular gaps and strategy to bridge the gaps

(c) Designing effective teaching and learning processes

(d) Developing and using outcome based student assessment

(e) Assuring implementation of quality education - significant activities such as research and services, co- curricular and extracurricular activities to support program outcome

1.5. Methodology (as prescribed by the College)

1.5.1 The Process

1. The departments were expected to submit the necessary information in the format provided by the IQAC of the College.
2. The information provided included all the aspects as per NAAC criteria. The information included the achievements, curricular, co-curricular activities and extra-curricular activities carried out, participation of students in various activities and their achievements and participation of teachers in national and international conferences, seminars and workshops.
3. The departments were informed to consolidate all the data for validation of the committee that included the individual faculty profile indicating their contribution in teaching, research and extension activities and their achievements, awards and prizes received along with supporting data.
4. The information about projects, collaborations with other universities and institutions, placement records, students admitted and their results in final examinations, mentoring system etc. were also compiled and documented.

Visit of Academic & Administrative Audit Peer (AAA) Team:
1. The detailed visit schedule was informed well in time to all the departments.
2. The TICs made a brief presentation about the department on all aspects to the AAA External Peer Team.
3. All the faculty of each department/Units interacted with the committee and brief them about the innovative methods adopted in teaching and research and efforts taken for improving the quality

1.5.2 Reporting

This report has been prepared based on the recommendations of the Visiting External Audit Peer Team. The audit report will be made available to the departments to respond to the suggestions raised in the report.
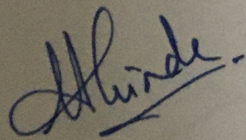
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1.6 Academic & Administrative Audit (AAA) Visiting Peer Team

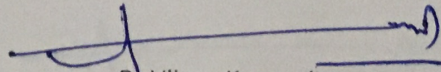|	
Professor Jandhyala B G Tilak *Former Vice Chancellor, NUEPA* *Distinguished Professor, Council for Social Development,* *New Delhi*	Chairman
Dr. A. Vijaya Kumar *Retd. Devasthanam Education Officer, Tirumala Tirupati* *Devasthanams, Tirupati*	Member
Dr. Rajendra D. Shinde *Principal, St. Xavier's College (Autonomous), Mumbai*	Member

ACADEMIC AUDIT
of
DEPARTMENT/UNITS
Report

2018-2019
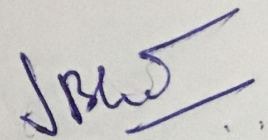
SRI VENKATESWARA COLLEGE (UNIVERSITY OF DELHI)
ACADEMIC & ADMINISTRATIVE AUDIT 2018
(24-25 OCTOBER, 2018)

Dr R D Shinde (Member)

Dr Vijaya Kumar (Member)

Dr Jandhyala BG Tilak (Chairman)

2.1 Academic Departments

Department/ Unit	Strengths	Areas of improvement	Recommendations
(1) ELECTRONICS	• Committed and qualified faculty • DBT star Department (for fund raising and research) • Reasonable Student-teacher ratio • Use of ICT in teaching learning processes • Good Learning outcomes • Good placement record • Student-mentoring activities	• Program outcomes • Department library • Number of student internships • Maintenance of records of mentoring activities • more research activities by faculty • alumni association • interactions with students on their performance	• The department should take up more number of student study projects (to cover all students) • To take care of ICT requirements of the entire college. • More skill based courses may be offered • The department should have more industry-academia interactions • The department should have more linkages and collaboration with other academic organizations /institutions
(2) BIOCHEMISTRY	• Experienced faculty (some with awards) • Good laboratory, infrastructural and other research facilities • DBT star status • Good record of research publications (involvement of the faculty in continuous	• Course outcomes • Teacher mentoring system • Need for conducting of bridge courses for the needy students in the beginning of the first semester may be examined • Expansion of Ph.D. programme	• Relevant value added courses needs to be started • Research collaboration with other institutions may be initiated. • Strong and sustainable collaboration with industry needs to be built.

	research activities and research publications) • Making efforts to inculcate research temperament among the students • Support for problem-based learning		
(3) BIOLOGICAL SCIENCES	• It is a unique course in the Delhi University • The department has heterogeneous faculty • The department is practicing teacher mentor system • The students are exposed to various curricular activities • Good no. of students are participating in extracurricular activities • Dept Advisory Committee	• Student pass percentage • student progression to higher studies • Alumni association	• The department needs to explore the possibility of developing into an independent department • Contact alumni for enhancement of academic performance. • Involvement of more faculty of other departments may be encouraged • Need and possibility of developing it into a separate department may be examined.
(4) BOTANY	• Large experienced faculty with varied specializations • Good pass percentage • DBT star status • Good progression of students to higher education	• Attendance of the students in the first year • Green initiatives • Alumni association	• Encourage enterprise-promoting activities by the students. • Major research projects involving teachers and students may be taken up • The department may start relevant value addition

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	• Good research output • Good laboratory and research facilities • Department magazine • Student participation in extension activities • Summer internships • Cluster innovation centres		courses. • The department needs to establish strong linkages and collaborations with academic and other organizations/institutions • Social awareness programmes on environmental issues may be expanded
(**5) CHEMISTRY**	• Good number of highly qualified faculty • Well-equipped labs and facilities for research • Good pass percentage • Good student progression to higher studies • Good record of faculty publications, including books and articles • DBT star status • Involvement in the training of the staff of other departments in the College in preparing chemical solutions etc. • Some activities in schools • The department magazine	• Adoption of innovative teaching methodologies, and use of ICT in teaching • Alumni association • Teacher mentoring system • Expansion of under graduate students projects to cater all students.	• Needs to start relevant valued added courses

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(6) COMMERCE	• Qualified and experienced faculty • Good record of publications, including books • Good student pass percentage • Involvement of senior faculty in curriculum design and revision • Participation of students in extracurricular activities • Clearly specified program outcomes • Conducting of good number of student centric activities • Good placement record	• Enhanced scope for student study projects • Internships to cover all students with cooperation from industry • Alumni association • Collaboration with industry for instituting scholarships	• Needs to start relevant valued added courses • Introduce add on courses on human values (e.g., Ethics in business and Courses on Social Responsibility). • The Department needs to take up community outreach programmes and community service programmes on a better scale • The department needs to establish strong industry-academia relations • The department may development networks with other universities and other academic institutions
(7) ECONOMICS	• Good number of young, qualified committed teachers, including in rare specialisations (like Game theory) • Strong foundations in Statistics/Mathematics-based Economics course • Involvement of senior faculty in curriculum	• Pass percentage in first and second semesters to be improved	• Scope for introduction of papers like Ethics and Economics, and Welfare Economics, may be explored • The department may start a couple of relevant add-on and job oriented courses • Field study based research projects by students may be encouraged, in addition to desk studies, based on secondary data.

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	• design and paper setting • Clear program outcomes • Good alumni and interaction with them • Good student progression • Good placement record • Good research output by the faculty • Department magazine		• The department may develop strong linkages and collaboration with various agencies • The Department may involve faculty from Departments of Statistics and Mathematics in its curricular programmes (for mutual benefit)
(8) POLITICAL SCIENCE	• Young and qualified faculty • Offering of interdisciplinary courses • Excellent pass percentage • Good student progression	• Number of student study projects • Publication of research papers and other research activities	• The department needs to introduce add-on courses • Social responsibility programmes need to be taken up. • The department needs to conduct more number of guest lectures and seminars • The department may develop research collaborations with other university academia
(9) HINDI	• Highly qualified teachers (many faculty have excelled in their area of specialization) • Good progression of the students in diversified areas	• Research publications • Publication in popular magazines • Student research	• The department may start short term programs or Diploma/Certificate courses for non-Hindi speaking students

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	• Conducting of seminars on regular basis, inviting eminent personalities • Engagement of senior faculty in curriculum design and revision of curriculum • Organisation of special lectures on promoting values		
(10) BA PROGRAMME	• Very popular inter-departmental program • Extensive support to students for extra-curricular activities.	• Student attendance need to be improved	• Under graduate study projects may be encouraged selectively • More activities focusing on social service may be taken up
(11) PHYSICS	• Highly qualified faculty with diversified specialization • Engagement of most of the faculty in research • Well-equipped laboratories • Involvement of some senior faculty in BOS • Excellent pass percentage of students	• More number of students seminars are to be conducted	• The department may start a couple of add on courses • Adopt schools for improvement in teaching of sciences (Physics). • Networking with other institutions/labs may be initiated. • Collaboration with industry has to be built. • Students may be engaged in more study projects
(12) ZOOLOGY	• Large and qualified faculty (some with	• Program outcomes need to be specified	• More guest lectures and seminars are to be conducted

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	meritorious awards) • Participation of young faculty in refresher/orientation course (to update knowledge and skills) • Involvement of some faculty in content generation • DBT star status • Good pass percentage • Good student progression to higher studies • Development of a Museum and its digitisation • Involvement of students in field activities, study projects and outreach programs	• Adoption of ICT in teaching and research	• The department should start need base relevant add-on courses • Collaboration with other Universities may be made • Social awareness programs may be scaled up.
(13) MODERN INDIAN LANUGAGES (MIL)	• Small faculty, but good record of publications	• Only Telugu and Tamil	• Scope for expansion of the Department to include a couple of other Modern Indian languages may need to be considered. • Activities in cooperation with other Departments (Sanskrit, and Hindi) may be launched, including translations of important literature.

(14) HISTORY	- Good record of national and international publications - Major research project with more than Rs 50 lakh research grant - Good pass percentage - Good student progression - Generation of e-resources - Adoption of diverse methods of pedagogy - Application of a variety of teaching learning methods - Participation of students in various curricular and extracurricular activities	- Attendance in classes to be improved - Course outcomes need to be specified - Building of strong alumni - Involvement of students in social responsibility activities	- Additional add-on courses beyond curriculum for students/public may be launched, focusing on ancient Indian culture and civilisation (they may also generate additional resources) - Heritage walk and similar visits to historical, archaeological cultural and social places may be conducted for students of the College, and the public - Training to be given to the students to be resource persons for the above mentioned programs thus creating entrepreneurship skills - Faculty may provide extracurricular inputs to students - The department needs to establish linkages with organisations like the National Archives and academic and cultural organisations.

(15) SOCIOLOGY	• Well-qualified and diversified faculty • Good number of publications • Good student progression • Good pass percentage • Noticeable social presence • Clear program outcomes • Conducting of various programmes viz., beyond class room programs for the benefit of the students	• Prepare students for national level Exams • Class room attendance to be improved • networking with other institutions in India or abroad • interdisciplinary and inter-departmental activities	• Generate more e-resources • Completed projects need to be converted into publications • Conduct more field based studies on current social issues by the faculty and students • More number of inter-disciplinary projects may be taken up. • Number of guest lectures may be increased
(16) STATISTICS	• Good record of publications • Notable interdisciplinary presence • Good student progression • Good student pass percentage	• Classroom attendance needs to be improved • Course outcomes to be specified • Number of guest lectures, seminars to be conducted • Development of Alumni database for the Department and the entire college • Work for obtaining DBT Star scheme	• More statistical software packages may be included for teaching and training • Programmes of internship with Ministries and other Government organizations may be explored • Quantitative research methodology Courses covering inter alia, data mining, machine learning, cloud computing, share market analysis etc. may be launched • Encourage problem-based applied statistics research by the students in their project work

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			• The department needs to establish industry academia interface • The Department may help the other departments in their statistical needs (e.g., Depts. of Economics, Mathematics, and ICT) and administration and others
(17) ENGLISH	• Well qualified faculty with specialisation in diversified areas • Good publication record • The department has clear course outcomes • Good pass percentage • Good Department magazine	• Attendance in the classes (Immediate measures to improve the attendance is required) • The faculty may be motivated to take up research activities and publications in high standard as well as popular journals and magazines • Record keeping is necessary. Digitization of records will help in avoiding redundancy	• Special Courses for students who are weak in English may be launched (A 2-3 month special intensive course during the first semester for those who are weak in English in the College may be launched for the benefit of the entire College). • Translation from English to different Indian languages and vice versa maybe taken up • A feeling of ownership of the department's programs by the entire department needs to be cultivated. • A language lab may be developed (for English and all other languages covered in the College)
(18) SANSKRIT	• Dedicated staff • Good pass percentage • Good student progression • Inculcation and		• Design a Spoken Sanskrit program for students/public • Popularisation of classic (Vedic) literature through popular writings, translations and other

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	propagation of ethical Indian values • Good support to the college in many cultural activities • Some faculty serving as resource persons in other places		programmes may be taken up • Network with other Sanskrit Institutions for promoting research, teaching and running special and popular add-on courses.
(19) MATHEMATICS	• Good record of publications in national and international journals • Good e-content resources. • Good student progression • Good student pass percentages • Eco sensitive and environmental friendly initiatives • Adoption of innovative teaching learning methods	• Student attendance need to be improved • Publication of student projects need to be converted into research papers	• Improve the inter departmental research and teaching activities in the College • May launch popular courses for non-Mathematics students in the College • Adopt a few schools to improve teaching and popularise mathematics. • May conduct orientation programs for school teachers in mathematics

Note: The presentations made by the Departments of Political science and English are quite unsatisfactory and they have not given a comprehensive flavour of the activities being undertaken by the respective Departments.

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Administrative Units

Unit	Strengths	Weaknesses	Recommendations
HOSTEL	• Hostel Facility and recreation facilities good • Student managed cafeteria which enhances skills of the students • Good wifi connectivity • Neat maintenance of surroundings and dining area • Hygienic preparation of food • Management of bio waste	• Limited number of rooms	• Increase the number of rooms for both boys and girls, by adding one or two more buildings
ICT LAB	• Ample space – number of rooms and space in rooms, good number of computers • Good Wifi/LAN Connectivity, Good ICT Equipment(s) like projectors, visualizers, smart boards • Conducting of good number of workshops		• Can be used as a virtual classroom to connect across the globe • All the departments in the College may be encouraged to use the facility extensively, for teaching, learning and research and training.
OFFICE UNITS	• Ample space, demarcated space for three sections of Administration --Academics, Accounts and Establishment		• Rotation of staff (internal transfer of staff) at regular intervals for improving efficiency and exposure to different kinds work • Regular training to staff on office management, office procedures, file management, auditing etc.

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2.2 Overall observations and Recommendations

Overall observations

The College has a very good attractive ambience; the place is very neatly maintained. The small temple of Lord Venkateswara adds greatly to the sanctity of the place.   The classrooms and labs are good – of good size, functionally very well designed and are being used well. There is a good ICT lab with modern facilities. The campus is vibrant with teachers and students all over.

Almost all departments

i)   are served well by well-qualified and committed faculty; with experienced as well as young faculty in good number, though a large proportion seems to be working on ad-hoc basis.

ii)   offer high quality teaching programmes – with general, core, elective and other papers

iii)   conduct high quality research, as evident from their publication records

iv)   conduct some good social service related programmes such as programmes for promoting social awareness on environmental issues, and sexual practices; some conduct specific programmes on inculcation of good human values

v)   have provision for under-graduate projects /research studies to introduce and promote research and investigative culture among the students

vi)   have Grievance Redressal / Student Support/mentoring committees

vii)   have Departmental libraries

viii)   produce Departmental annual magazines

ix)   seem to be working in isolation.

Exceptions to the above are very few.
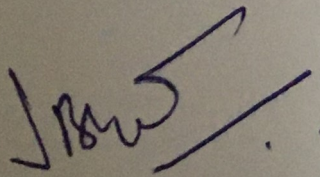
Some departments

x)   have developed good collaborations with industry

xi)   offer additional programmes – diploma/certificate and other courses and papers

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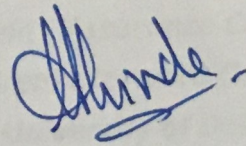
Recommendations

1. There is scope for all departments to strengthen their teaching programmes, their research activities and also social responsibility promoting activities. All research project activities by the teachers and students should result in publication in respectable journals and popular magazines. Many departments may need to offer more and more add-on courses relevant to their main areas of work, some of which may generate additional resources.

2. A scheme of providing incentives for research and its publication may be developed at the college level to promote research and publication by the faculty. Similarly to promote high quality research by students, a scheme of prizes/cash incentives for the best few in the College may be developed. Teaches may also be provided incentives like book grants to acquire books for themselves or for the Department library.

3. Many Departments seem to face challenges with students who are weak in English. It may be a good idea of having a 2-3 month intensive course in English for those students during the first semester.

4. Similarly, the Department of Sanskrit, Telugu and Tamil may think of a certificate course for interested students in the college (and it can be made open to others as well).

5. The College may encourage more and more inter-departmental teaching and research programmes that may also help in promoting inter-disciplinary approaches.

6. A Language Lab may be developed that will cater to the needs of all the Departments of languages – English, Hindi, Sanskrit, Telugu and Tamil (and any other language that might be introduced in the College)

7. It may be a good idea to constitute a Departmental Advisory Committee for each department (or for each cluster of departments) with 2-3 external subject experts.

8. Departmental Libraries may be used for acquiring rare reference volumes and research journals for use essentially by the teachers, while the Central Library should be strong serving most needs of the students of all the Departments.

9. Along with Departmental magazines, and big College level magazine covering all Departmental magazines and more may be planned.
   Sl Nos. 8 and 9 will promote knowledge development in a significant way, with formal and informal interactions among students and faculty belonging to different departments.

10. All departments and the College at the college level may strengthen (a) student mentoring activities, and (b) hand-holding (teacher mentoring) activities.

11. Most departments work in isolation. It is necessary to develop inter-departmental teaching and research programmes, and can also plan for joint research activities with other institutions. There is a lot of scope for many departments to develop networks with other academic
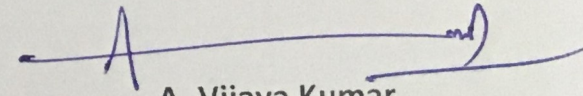
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institutions and also with industry and corporate sector. This will help in improving quality and relevance of the reaching programmes, internships, and employability of the graduates as well. The college may encourage such arrangements that help in building strong academic collaborations with other national and international academic institutions and strong linkages with industry and corporate sector.

12. The college may encourage Departments that have the potential for Consultancy/product development with additional support, so that they also help in revenue generation for the College.

13. The College may also develop strong relations with its alumni to get support for enrichment of academic programmes and for raising resources. It should develop a detailed database of the alumni and promote regular interactions with them.

14. There is NSS in the College, but given the interest of the students and their keenness to participate in extracurricular activities, NCC may also be introduced.

15. It may be a good idea to provide group insurance to students, as an important student welfare activity.

16. The College may take initiatives to launch social responsibility promoting activities, which are distinct and focused, marked by institutional distinctiveness.

17. Some eco-friendly initiatives have already been taken (e.g., in the hostels). More such initiatives, including green practices may be taken up.

18. Administrative staff may be rotated between different sections. This will make everyone familiar with all the activities.

19. The Committee noted with satisfaction that there are a good number of buildings and that a new block is getting ready. The College may, however, have to strengthen these facilities with lifts and ramps, to improve their access to all.

20. Finally, each Department and more importantly the College should develop a long term perspective on the development of the College in the near future, identifying at the same time short term and medium term goals. The College should work towards institutional distinctiveness.
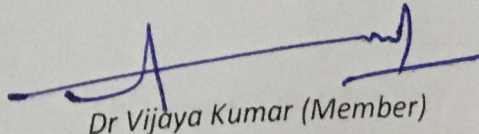
Jandhyala B G Tilak
Chairman

Rajendra D. Shinde
Member

A. Vijaya Kumar
Member

Dated: 25th October, 2018

Dr Vijaya Kumar (Member)

Dr Jandhyala BG Tilak (Chairman)

Dr R D Shinde (Member)