

# T.T.W.R.DEGREE COLLEGE(W)-DEVARAKONDA

## ACADEMIC AUDIT REPORT 2019-2020

1. Department : English

Faculty Name: K.Prasanna Laxmi

- Audit Observation:
1. Teaching Diary Monthly review not done.
  2. University marks register not updated.
  3. Remedial classes register incomplete.
  4. Annual lesson plan hard copies not submitted.

- Suggested improvement:
1. Write Index for Seminar record.
  2. Complete Attendance abstract moth wise.
  3. Maintain University registers for student's attendance.

2. Department : Telugu

Faculty Name: D.Swathi

Audit Observation: All records up-to-date

- Suggested improvement:
1. Faculty Signatures required in Attendance registers.
  2. Maintain University registers for student's attendance.

3. Department : Commerce

Faculty Name GP Gnaneshwari

M.Divya

S.Jyothsna

Audit Observation: All records up-to-date

- Suggested improvement:
1. Maintain University registers for student's attendance.

4. Department : History

Faculty Name: A.Shyamala

- Audit Observation:
1. Annual lesson plan hard copies not submitted.
  2. Teaching Diary Monthly review not done.

3. Departmental library register not updated.
4. Internal and University marks registers not updated.

**Suggested improvement:** : 1. Complete Attendance abstract moth wise.  
2. Write Index for all records.  
3. Timely updation is required for all records.  
4. Maintain University registers for student's attendance

5. **Department** :Economics

**Faculty Name:** A.Sujatha

**Audit Observation:** 1. Annual lesson plan hard copies not submitted.  
2. Teaching Diary Monthly review not done.

**Suggested improvement:** : 1. Complete Attendance abstract moth wise.  
2. Write Index for all records.  
3. Maintain University registers for student's attendance

6. **Department** : Political Science

**Faculty Name:** P. Sudha

**Audit Observation:** 1. Annual lesson plan hard copies not submitted.  
2. Teaching Diary not produced.  
3. Lesson plans nit produced.

**Suggested improvement:** 1. Maintain all academic records.  
2. Consult former Political Science lecturer to submit all recods.  
3. Mandatory to maintain academic record for current period.  
4. Maintain University registers for student's attendance

7. **Department** : Physics

**Faculty Name:** N.Swetha

**Audit Observation:** 1. Annual lesson plan hard copies not submitted.

**Suggested improvement:** : 1. Complete Attendance abstract moth wise.  
2. Maintain University registers for student's attendance.

8. Department : Mathematics

Faculty Name: Fasiha Anjum

Audit Observation: All records completed.

Suggested improvement: : 1. Complete Attendance abstract moth wise.  
2. Maintain University registers for student's attendance

9. Department : Computer Science

Faculty Name: B.Supriya

V.Vennela

Audit Observation: 1. Annual lesson plan hard copies not submitted.  
2. CGC-Present status of students not entered.

Suggested improvement: 1. Complete Attendance abstract moth wise.  
2. Maintain University registers for student's attendance

10. Department : Zoology

Faculty Name: R.Sunitha Rani

Audit Observation: 1. Annual lesson plan hard copies not submitted.  
2. Teaching Diary Monthly review not done.  
3. Student Assignment record incomplete.  
4. CGC-Placement details not entered.

Suggested improvement: 1. Complete Attendance abstract moth wise  
2. Write Index for all records.  
3. Timely updation is required for all records.  
4. Maintain University registers for student's attendance

11. Department : Chemistry

Faculty Name: V. Loukhyaa  
B.Swathi

Audit Observation: 1. Annual lesson plan hard copies not submitted.  
2. Teaching Diary Monthly review not done.  
3. . Internal University marks and assignment registers not updated.

Suggested improvement: 1. Complete Attendance abstract moth wise  
2. Write Index for all records.  
3. Timely updation is required for all records.

4. Maintain University registers for student's attendance

12. Department : Botany

Faculty Name: T.Parameshwari

Audit Observation: 1. Annual lesson plan hard copies not submitted.  
2. Student attendance registers not produced.

Suggested improvement: 1. Complete Attendance abstract moth wise.  
2. Maintain University registers for student's attendance

13. Department : Micro Biology

Faculty Name: S. Bhavana Laxmi

Audit Observation: 1. Annual lesson plan hard copies not submitted.

Suggested improvement: 1. Complete Attendance abstract moth wise  
2. Maintain University registers for student's attendance

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

1	Name of the College and Address:	TTURDC (W), Devarakonda.		
2	Name of the Lecturer:	GP Gowneshwari, M. Divya, S. Jyothsna		
3	Subject:	COMMERCE.		
4	Date of Joining in the College	[27-08-2019] [16-12-2017]		
S.No.	Activity	Status	Date of Retirement: Observation	Remarks
1	Annual lesson plan is being followed or not	Submitted	-	
2	Teaching diary is up to date or not	Upto date		
3	Coverage of syllabus so far (%)	-		
4	Pass percentage of University Exams in respective subject for the last three years.	-		
5	Record of internal examinations	✓		
6	Indicators used to assess student learning & performance	-		
7	Feedback forms	-		
8	Students Attendance	✓		
9	Maintenance of Marks Registers (Internal and University)	✓		
10	Details of student assignment	✓		
11	Details of remedial classes conducted for slow learners	✓		
12	Departmental Libraries	✓		
13	Record of Project works	-		
14	Record of field trips	✓		

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	—		
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	—		
19	Record of Extension Lectures arranged	✓		
20	Record of seminars/workshops attended	✓		
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		
22	Record of Research work	—		
23	Record of extension work undertaken if any	—		
24	Record of additional responsibilities assigned	—		
25	Record of any innovative practices	—		
26	Record of MOUs if any	—		

*[Signature]*  
Signature of the Lecturer

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

Name of the College and Address: **S. Bhavana Laxmi, TWRRC (W), Devarakonda.**

Name of the Lecturer:

**Microbiology**

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	Yes			
2	Teaching diary is up to date or not	uptodate			
3	Coverage of syllabus so far (%)	-			
4	Pass percentage of University Exams in respective subject for the last three years.	2017-18 100% 2018-19 100% 2019-20 100%			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	-			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids			
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged	-		
20	Record of seminars/workshops attended	-		
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		
22	Record of Research work	-		
23	Record of extension work undertaken if any	-		
24	Record of additional responsibilities assigned	-		
25	Record of any innovative practices	-		
26	Record of MOUs if any	-		

*Principals*  
Signature of the Lecturer

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

1	Name of the College and Address:	T. T. M. R. Degree College (W) - Devarakonda			
2	Name of the Lecturer:	Fasika Anjum			
3	Subject:	Mathematics			
4	Date of Joining in the College	04.09.2017			
S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	Yes			
2	Teaching diary is up to date or not	uptodate			
3	Coverage of syllabus so far (%)	-			
4	Pass percentage of University Exams in respective subject for the last three years.	-			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	-			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓			
16	Use of ICT - PPT & AV Aids	✓			
17	Record of assignments given to students	-			
18	Record of academic competitions conducted if any	-			
19	Record of Extension Lectures arranged	-			
20	Record of seminars/workshops attended	✓			
21	Record of Activities planned to contribute to the student's future employment opportunities	-			
22	Record of Research work	-			
23	Record of extension work undertaken if any	-			
24	Record of additional responsibilities assigned	-			
25	Record of any innovative practices	-			
26	Record of MOUs if any	-			
Signature of the Lecturer		Signature of the Principal			

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

Name of the College and Address: TTWRDC (W), Davarakonda.

Name of the Lecturer: N. Sweetha.

Subject: Physics.

Date of Joining in the College: 16.08.2019.

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	✓ Yes			
2	Teaching diary is up to date or not	✓ upto date			
3	Coverage of syllabus so far (%)	✓			
4	Pass percentage of University Exams in respective subject for the last three years.	✓			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	—			
7	Feedback forms	—			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	✓			
13	Record of Project works	—			
14	Record of field trips	—			

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	-		
17	Record of assignments given to students	-		
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged	-		
20	Record of seminars/workshops attended	✓		
21	Record of Activities planned to contribute to the student's future employment opportunities	-		
22	Record of Research work	-		
23	Record of extension work undertaken if any	-		
24	Record of additional responsibilities assigned	-		
25	Record of any innovative practices	-		
26	Record of MOUs if any	-		
Signature of the Lecturer		Signature of the Principal		

N. Swathi

Note: the Form is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	Yes.			
2	Teaching diary is up to date or not	upto date			
3	Coverage of syllabus so far (%)	-			
4	Pass percentage of University Exams in respective subject for the last three years.	-			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	-			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓		University marks record incomplete.	
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓		Incomplete	
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓	Indem	
16	Use of ICT - PPT & AV Aids	-		
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged	-		
20	Record of seminars/workshops attended	-		
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		
22	Record of Research work	-		
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			
Signature of the Lecturer		Signature of the Principal		

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

*K. P. S.*

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

1	Name of the College and Address:	T. T. W. R. De (w) Devarakonda.			
2	Name of the Lecturer:	A. Sujatha			
3	Subject:	Economics			
4	Date of Joining in the College	23-08-2018			
S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	Yes.			
2	Teaching diary is up to date or not	upto date		Monthly review not done	
3	Coverage of syllabus so far (%)	-			
4	Pass percentage of University Exams in respective subject for the last three years.	NA - NA			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	-			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓		Index	
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓			
16	Use of ICT - PPT & AV Aids				
17	Record of assignments given to students	✓			
18	Record of academic competitions conducted if any	-			
19	Record of Extension Lectures arranged	-			
20	Record of seminars/workshops attended	-			
21	Record of Activities planned to contribute to the student's future employment opportunities	✗ NA			
22	Record of Research work	-			
23	Record of extension work undertaken if any	-			
24	Record of additional responsibilities assigned	-			
25	Record of any innovative practices	-			
26	Record of MOUs if any	-			
Signature of the Lecturer <i>Sudhakar</i>		Signature of the Principal			

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Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Remarks
1	Name of the College and Address:			
2	Name of the Lecturer:			
3	Subject:			
4	Date of Joining in the College			
1	Annual lesson plan is being followed or not	Yes		
2	Teaching diary is up to date or not	Upto date		
3	Coverage of syllabus so far (%)	-		
4	Pass percentage of University Exams in respective subject for the last three years.	-		
5	Record of internal examinations	✓		
6	Indicators used to assess student learning & performance	-		
7	Feedback forms	-		
8	Students Attendance	✓		
9	Maintenance of Marks Registers (Internal and University)	✓	Incomplete	
10	Details of student assignment	✓		
11	Details of remedial classes conducted for slow learners	✓		
12	Departmental Libraries	✓	Incomplete	
13	Record of Project works	-		
14	Record of field trips	-		

15	Record of student seminars conducted	✓			
16	Use of ICT - PPT & AV Aids	-			
17	Record of assignments given to students	✓			
18	Record of academic competitions conducted if any	-			
19	Record of Extension Lectures arranged	-			
20	Record of seminars/workshops attended	-			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓			
22	Record of Research work	-			
23	Record of extension work undertaken if any	-			
24	Record of additional responsibilities assigned	-			
25	Record of any innovative practices	-			
26	Record of MOUs if any	-			
Signature of the Lecturer		Signature of the Principal			

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address: <u>TRSRDC(B), Deyaralanda</u>				
2	Name of the Lecturer: <u>TS. Supriya</u> , <u>V. Venunda</u>	<input checked="" type="checkbox"/>			
3	Subject: <u>Computer Science</u>	<input checked="" type="checkbox"/>			
4	Date of Joining in the College <u>06/09/2017</u>				
1	Annual lesson plan is being followed or not	<u>Yes.</u>			
2	Teaching diary is up to date or not	<u>upto date</u>			
3	Coverage of syllabus so far (%)	<u>-</u>			
4	Pass percentage of University Exams in respective subject for the last three years.	<u>-</u>			
5	Record of internal examinations	<input checked="" type="checkbox"/>			
6	Indicators used to assess student learning & performance ( <u>Q10</u> , <u>11</u> )				
7	Feedback forms	<u>-</u>			
8	Students Attendance	<input checked="" type="checkbox"/>			
9	Maintenance of Marks Registers (Internal and University)	<input checked="" type="checkbox"/>			
10	Details of student assignment	<input checked="" type="checkbox"/>			
11	Details of remedial classes conducted for slow learners	<input checked="" type="checkbox"/>			
12	Departmental Libraries	<input checked="" type="checkbox"/>			
13	Record of Project works	<input checked="" type="checkbox"/>			
14	Record of field trips	<u>-</u>			

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	✓		
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged	-		
20	Record of seminars/workshops attended	-		
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		Incomplete (Placement Status)
22	Record of Research work	-		
23	Record of extension work undertaken if any	-		
24	Record of additional responsibilities assigned	-		
25	Record of any innovative practices	-		
26	Record of MOUs if any	-		
Signature of the Lecturer		Signature of the Principal		

*J. Verma*

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

B. Swathi TWRDCW DVK

S.No.	Activity	Status	Date of Retirement: Observation	Remarks
1	Name of the College and Address:			
2	Name of the Lecturer:			
3	Subject:			
4	Date of Joining in the College			
1	Annual lesson plan is being followed or not	Yes		
2	Teaching diary is up to date or not	update		
3	Coverage of syllabus so far (%)	-		
4	Pass percentage of University Exams in respective subject for the last three years.	✓		
5	Record of internal examinations	-		
6	Indicators used to assess student learning & performance	-		
7	Feedback forms	-		
8	Students Attendance		Incomplete	
9	Maintenance of Marks Registers (Internal and University)	✓	Incomplete	
10	Details of student assignment	+		
11	Details of remedial classes conducted for slow learners	✓		
12	Departmental Libraries	✓	N/A Index	
13	Record of Project works	-		
14	Record of field trips	-		

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	✓		
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any			
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			
Signature of the Lecturer		Signature of the Principal		

*PR*

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address:				
2	Name of the Lecturer:				
3	Subject:				
4	Date of Joining in the College				
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓			
3	Coverage of syllabus so far (%)	✓			
4	Pass percentage of University Exams in respective subject for the last three years.	-			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance				
7	Feedback forms				
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓			
16	Use of ICT - PPT & AV Aids	✓			
17	Record of assignments given to students	✓			
18	Record of academic competitions conducted if any	—			
19	Record of Extension Lectures arranged	—			
20	Record of seminars/workshops attended	—			
21	Record of Activities planned to contribute to the student's future employment opportunities	—			
22	Record of Research work	—			
23	Record of extension work undertaken if any	—			
24	Record of additional responsibilities assigned	—			
25	Record of any innovative practices	—			
26	Record of MOUs if any	—			
Signature of the Lecturer		Signature of the Principal			

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

1	Name of the College and Address:	TTWRDC (W) Gavarakonda			
2	Name of the Lecturer:	Z. Sumitharani			
3	Subject:	Zoology			
4	Date of Joining in the College	18/02/2019			
S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual Lesson plan is being followed or not	Yes			
2	Teaching diary is up to date or not				
3	Coverage of syllabus so far (%)	upto date			
4	Pass percentage of University Exams in respective subject for the last three years.	-			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	-			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment			Incomplete	
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	✓			
13	Record of Project works	-			
14	Record of field trips	-			

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	-		
17	Record of assignments given to students			
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		Placement of students not entered
22	Record of Research work	-		
23	Record of extension work undertaken if any	-		
24	Record of additional responsibilities assigned	-		
25	Record of any innovative practices	-		
26	Record of MOUs if any	-		
Signature of the Lecturer		Signature of the Principal		

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

1	Name of the College and Address:	TURBDESWIT DVK	
2	Name of the Lecturer:	P. Sudha.	
3	Subject:	Political Science.	
4	Date of Joining in the College	22 March 2021	
S.No.	Activity	Status	Remarks
1	Annual lesson plan is being followed or not		
2	Teaching diary is up to date or not		
3	Coverage of syllabus so far (%)		
4	Pass percentage of University Exams in respective subject for the last three years.		
5	Record of internal examinations	✓	
6	Indicators used to assess student learning & performance		
7	Feedback forms		
8	Students Attendance		
9	Maintenance of Marks Registers (Internal and University)	✓	
10	Details of student assignment		
11	Details of remedial classes conducted for slow learners		
12	Departmental Libraries	✓	
13	Record of Project works		
14	Record of field trips		

15	Record of student seminars conducted			
16	Use of ICT - PPT & AV Aids			
17	Record of assignments given to students			
18	Record of academic competitions conducted if any			
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities			
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			
Signature of the Lecturer		Signature of the Principal		

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Expt. No. ....

2019-2020

Page No. ....  
Date .....

Academic Audit  
Dt: 23/11/2021

Department of Commerce

1. G.P. Gnaneshekara
2. M. Divya
3. J. Jyothana

Nil.

Department of Computer Science.

1. B. Supriya
2. V. Venkata

1. Annual lesson plan hard copies not submitted.
2. C.G.C & T. Index.

↓  
Department Status:

Dept. of Zoology

1. P. Swathika Devi

1. Annual lesson plan hard copies not submitted.
2. Teaching diary monthly review not complete.
3. T. Index not completed.
4. Student assignment register incomplete
5. C.G.C incomplete (Placement of students).



TELANGANA TRIBAL WELFARE RESIDENTIAL DEGREE COLLEGE (WOMEN)  
HRD campus, DEVARAKONDA, NALGONDA-508248 (College code: 4133)  
Recognized by UGC, India; Affiliated to Mahatma Gandhi University, Nalgonda.  
e-mail: [ttwrddgirls.deverakonda@gmail.com](mailto:ttwrddgirls.deverakonda@gmail.com); Mobile No:9908330585



IQAC/DVK/AUG/2023-24

Date:28-08-2023

Circular

It is hereby, informed, to all the teaching and non-teaching faculty that, there will be an internal academic audit on 4-09-2023 for the academic year 2022-23. So, all the faculty is directed to complete the academic records and get prepared for audit. The records should be submitted in soft and hard copies by 2-09-2023 without fail. Website in-charge is also instructed to update the website by 2-09-2023.

The audit committee members are:

Dr A Shyamala -Principal

Dr K Prasanna Laxmi- Vice-Principal

G P Gnaneshwari- IQAC co-ordinator

Fasiha anjum – Academic co-ordinator

S Bhavanalaxmi - Criterion -VII In-charge

IQAC Co-ordinator  
28/08/2023

Vijay

Principal

PRINCIPAL  
TTWRD Degree College (Women)  
Devarakonda, Nalgonda (Dist).



# T.T.W.R.DEGREE COLLEGE (W)-DEVARAKONDA

## ACADEMIC AUDIT REPORT 2020-21

### 1. Department: English

Faculty Name: K.Prasanna Laxmi

Audit Observation: 1. Registers are up to date.  
2. Index is missing in university marks register.

#### Suggested improvement:

1. Write Index for university marks register.
2. Complete Attendance abstract moth wise.
3. Maintain University registers for student's attendance.
4. Write initials in all registers.
5. Maintain record of individual seminars, workshops attended.
6. Annual lesson plan hard copies need to be submitted

### 2. Department: Telugu


Faculty Name: 1) D.Swathi

2) G.Anitha

Audit Observation: 1) All records up-to-date.  
2) Annual lesson plan hard copies not submitted

#### Suggested improvement:

1. Faculty Signatures required in Attendance registers.
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.
4. Update CGC record.
5. Annual lesson plan hard copies need to be submitted

  
**PRINCIPAL**  
T.T.W.R.Degree College (Women)  
Devarakonda, Nalgonda (Dist).

### 3. Department: Commerce

Faculty Name: 1) G.P. Gnaneshwari  
2) S.Jyothsna

Audit Observation: All records up-to-date

Suggested improvement:

1. Maintain University registers for student's attendance.
2. Annual lesson plan hard copies not submitted.

### 4. Department: History

Faculty Name: A.Shyamala

Audit Observation:

1. Faculty signature is not done in student's attendance registers.
2. Sem wise details are not maintained for remedial class registers.
3. Student seminar register index is not there.

Suggested improvement:

1. Write Index for all records.
2. Timely updating is required for all records.
3. Annual lesson plan hard copies need to be submitted.
4. Maintain record of individual seminars, workshops attended.

### 5. Department: Economics

Faculty Name: A.Sujatha

Audit Observation:

1. Backlog details not updated
2. Signatures not done In student's attendance register.

Suggested improvement:

1. Annual lesson
2. Maintain U
3. Maintai

6. Department: P

Faculty Name: P  
Audit Observa

Suggest

**Suggested improvement:**

1. Annual lesson plan hard copies need to be submitted
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.

**6. Department: Political Science**

**Faculty Name:** P. Sudha

**Audit Observation:**

1. Records are up to date.

**Suggested improvement:**

1. Hard copies of annual lesson plans need to be submitted.
2. Maintain record of individual seminars, workshops attended.
3. Maintain University registers for student's attendance.

**7. Department: Physics**

**Faculty Name:** N.Swetha

**Audit Observation:**

1. Student assignment marks are not recorded.
2. Remedial classes register is incomplete.
3. Students seminar register is incomplete

**Suggested improvement:**

1. Sem wise details of students should be recorded.
2. Write index for all registers.
3. Hard copies of annual lesson plans need to be submitted.

4. Maintain University registers for student's attendance.
5. Maintain record of individual seminars, workshops attended.

## 8. Department: Mathematics

**Faculty Name:** Fasiha Anjum

**Audit Observation:** All records completed.

Students attendance not marked as per university norms.

**Suggested improvement:** : 1. Hard copies of annual lesson plans need to be submitted.

2. Maintain University registers for student's attendance

3. Maintain record of individual seminars, workshops attended

## 9. Department : Computer Science

**Faculty Name:** 1) B.Supriya

2) V.Vennela

**Audit Observation:**

1. Faculty signatures not done in student assignment register.

**Suggested improvement:**

1. Book condition is to be noted in library register.

2. Maintain University registers for student's attendance.

3. Maintain record of individual seminars, workshops attended.

4. Hard copies of annual lesson plans need to be submitted.

## 10. Department : Zoology

**Faculty Name:** R.Sunitha Rani

**Audit Observation:**

1. Student seminar register is incomplete.

2. Teaching Diary Monthly review not done.

mentioned).

3. Student remedial classes record incomplete (dates & topics are not
4. Assignment register is incomplete.
5. Index is not written in Library register.

**Suggested improvement:**

1. Monthly review of syllabus is to be written in teaching dairy.
2. Update all the registers in time.
3. Maintain University registers for student's attendance
4. Hard copies of annual lesson plans need to be submitted.
5. Maintain record of individual seminars, workshops attended.
6. Write index for all registers.

## 11. Department :Chemistry

**Faculty Name:** V. Louwkhya  
B.Swathi

**Audit Observation:**

1. Backlog student details were not updated.
2. Teaching Diary Monthly review not done.
3. Assignment registers not updated properly.
4. CGC record is incomplete

**Suggested improvement:**

1. Annual lesson plan hard copies need to be submitted
2. Complete Attendance abstract month wise.
3. Update CGC register.
4. Maintain University registers for student's attendance
5. Maintain record of individual seminars, workshops attended.



## 12. Department: Botany

**Faculty Name:** T.Parameshwari

**Audit Observation:**

1. All registers are updated.

**Suggested improvement:**

1. Annual lesson plan hard copies need to be submitted.
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.

## 13. Department: Micro Biology

**Faculty Name:** S. Bhavana Laxmi

**Audit Observation:**

1. Student attendance registers is not maintained as per university norms.
2. Faculty signature was not done in student assignment register.

**Suggested improvement:**

1. Complete Attendance abstract moth wise
2. Maintain University registers for student's attendance.
3. Annual lesson plan hard copies need to be submitted.
4. Maintain record of individual seminars, workshops attended



# T.T.W.R.DEGREE COLLEGE (W)-DEVARAKONDA

## ACADEMIC AUDIT REPORT 2020-21

### 1. Department: English

Faculty Name: K.Prasanna Laxmi

- Audit Observation: 1. Registers are up to date.  
2. Index is missing in university marks register.

#### Suggested improvement:

1. Write Index for university marks register.
2. Complete Attendance abstract moth wise.
3. Maintain University registers for student's attendance.
4. Write initials in all registers.
5. Maintain record of individual seminars, workshops attended.
6. Annual lesson plan hard copies need to be submitted

### 2. Department: Telugu

Faculty Name: 1) D.Swathi

2) G.Anitha

- Audit Observation: 1) All records up-to-date.  
2) Annual lesson plan hard copies not submitted

#### Suggested improvement:

1. Faculty Signatures required in Attendance registers.
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.
4. Update CGC record.
5. Annual lesson plan hard copies need to be submitted

### 3. Department: Commerce

Faculty Name: 1) G.P. Gnaneshwari  
2) S.Jyothsna

Audit Observation: All records up-to-date

Suggested improvement:

1. Maintain University registers for student's attendance.
2. Annual lesson plan hard copies not submitted.

### 4. Department: History

Faculty Name: A.Shyamala

Audit Observation:

1. Faculty signature is not done in student's attendance registers.
2. Sem wise details are not maintained for remedial class registers.
3. Student seminar register index is not there.

Suggested improvement:

1. Write Index for all records.
2. Timely updating is required for all records.
3. Annual lesson plan hard copies need to be submitted.
4. Maintain record of individual seminars, workshops attended.

### 5. Department: Economics

Faculty Name: A.Sujatha

Audit Observation:

1. Backlog details not updated
2. Signatures not done in student's attendance register.

**Suggested improvement:**

1. Annual lesson plan hard copies need to be submitted
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.

**6. Department: Political Science**

**Faculty Name:** P. Sudha

**Audit Observation:**

1. Records are up to date.

**Suggested improvement:**

1. Hard copies of annual lesson plans need to be submitted.
2. Maintain record of individual seminars, workshops attended.
3. Maintain University registers for student's attendance.

**7. Department: Physics**

**Faculty Name:** N.Swetha

**Audit Observation:**

1. Student assignment marks are not recorded.
2. Remedial classes register is incomplete.
3. Students seminar register is incomplete

**Suggested improvement:**

1. Sem wise details of students should be recorded.
2. Write index for all registers.
3. Hard copies of annual lesson plans need to be submitted.

4. Maintain University registers for student's attendance.
5. Maintain record of individual seminars, workshops attended.

## 8. Department: Mathematics

Faculty Name: Fasiha Anjum

Audit Observation: All records completed.

Students attendance not marked as per university norms.

Suggested Improvement: : 1. Hard copies of annual lesson plans need to be submitted.

2. Maintain University registers for student's attendance

3. Maintain record of individual seminars, workshops attended

## 9. Department : Computer Science

Faculty Name: 1) B.Supriya

2) V.Vennela

Audit Observation:

1. Faculty signatures not done in student assignment register.

Suggested Improvement:

1. Book condition is to be noted in library register.

2. Maintain University registers for student's attendance.

3. Maintain record of individual seminars, workshops attended.

4. Hard copies of annual lesson plans need to be submitted.

## 10. Department : Zoology

Faculty Name: R.Sunitha Rani

Audit Observation:

1. Student seminar register is incomplete.

2. Teaching Diary Monthly review not done.

mentioned).

3. Student remedial classes record incomplete (dates & topics are not mentioned).
4. Assignment register is incomplete.
5. Index is not written in Library register.

**Suggested improvement:**

1. Monthly review of syllabus is to be written in teaching dairy.
2. Update all the registers in time.
3. Maintain University registers for student's attendance
4. Hard copies of annual lesson plans need to be submitted.
5. Maintain record of individual seminars, workshops attended.
6. Write index for all registers.

## 11. Department :Chemistry

**Faculty Name:** V. Louwkhyaa  
B.Swathi

**Audit Observation:**

1. Backlog student details were not updated.
2. Teaching Diary Monthly review not done.
3. Assignment registers not updated properly.
4. CGC record is incomplete

**Suggested improvement:**

1. Annual lesson plan hard copies need to be submitted
2. Complete Attendance abstract month wise.
3. Update CGC register.
4. Maintain University registers for student's attendance
5. Maintain record of individual seminars, workshops attended.

## 12. Department: Botany

Faculty Name: T.Parameshwari

### Audit Observation:

1. All registers are updated.

### Suggested improvement:

1. Annual lesson plan hard copies need to be submitted.
2. Maintain University registers for student's attendance.
3. Maintain record of individual seminars, workshops attended.

## 13. Department: Micro Biology

Faculty Name: S. Bhavana Laxmi

### Audit Observation:

1. Student attendance registers is not maintained as per university norms.
2. Faculty signature was not done in student assignment register.

### Suggested improvement:

1. Complete Attendance abstract moth wise
2. Maintain University registers for student's attendance.
3. Annual lesson plan hard copies need to be submitted.
4. Maintain record of individual seminars, workshops attended

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

Name of the College and Address:		Date of Retirement:		
S.No.	Activity	Status	Observation	Remarks
1	Annual lesson plan is being followed or not			
2	Teaching diary is up to date or not			
3	Coverage of syllabus so far (%)			
4	Pass percentage of University Exams in respective subject for the last three years.			
5	Record of internal examinations			
6	Indicators used to assess student learning & performance			
7	Feedback forms			
8	Students Attendance			
9	Maintenance of Marks Registers (Internal and University)			
10	Details of student assignment			
11	Details of remedial classes conducted for slow learners			
12	Departmental Libraries			
13	Record of Project works			
14	Record of field trips			

15	Record of student seminars conducted			
16	Use of ICT - PPT & AV Aids			
17	Record of assignments given to students			
18	Record of academic competitions conducted if any			
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities			
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			

*S. Uda*  
Signature of the Lecturer

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address: T. T. W. R. D. C. Bevarakonda.				
2	Name of the Lecturer: A. Sijatha				
3	Subject: <i>Economics</i>				
4	Date of Joining in the College 23/07/2018				
1	Annual lesson plan is being followed or not	✓		-	
2	Teaching diary is up to date or not	✓		up to date	
3	Coverage of syllabus so far (%)	✓		complete.	
4	Pass percentage of University Exams in respective subject for the last three years.	✓		complete	* Balance details need to be updated.
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance				
7	Feedback forms	-			
8	Students Attendance				
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓		completed	Signatures are not done.
11	Details of remedial classes conducted for slow learners	✓		completed	
12	Departmental Libraries	✓		complete.	
13	Record of Project works	-		-	
14	Record of field trips	-		-	

15	Record of student seminars conducted	✓		completed	-
16	Use of ICT - PPT & AV Aids	-		-	
17	Record of assignments given to students	✓		-	
18	Record of academic competitions conducted if any	-		-	
19	Record of Extension Lectures arranged	-		-	
20	Record of seminars/workshops attended	-		-	
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		Complete	-
22	Record of Research work	-		-	
23	Record of extension work undertaken if any	-		-	
24	Record of additional responsibilities assigned	-		-	
25	Record of any innovative practices	-		-	
26	Record of MOUs if any	-		-	

Signature of the Lecturer

Signature of the Principal  
Singhla

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Name of the College and Address	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address: <i>Prasanna T T W R D C (W), Devanakonda</i>					
2	Name of the Lecturer: <i>Prasanna Ramji</i>					
3	Subject: <i>English</i>					
4	Date of Joining in the College <i>7/08/2019</i>					
1	Annual lesson plan is being followed or not		✓			
2	Teaching diary is up to date or not		✓			
3	Coverage of syllabus so far (%)					
4	Pass percentage of University Exams in respective subject for the last three years.					
5	Record of internal examinations					
6	Indicators used to assess student learning & performance					
7	Feedback forms					
8	Students Attendance		✓		<i>Completed.</i>	
9	Maintenance of Marks Registers (Internal and University)		✓		<i>Completed.</i>	<i>Index not written</i>
10	Details of student assignment					
11	Details of remedial classes conducted for slow learners					
12	Departmental Libraries		✓		<i>Completed.</i>	
13	Record of Project works					
14	Record of field trips					

15	Record of student seminars conducted			
16	Use of ICT - PPT & AV Aids			
17	Record of assignments given to students			
18	Record of academic competitions conducted if any			
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities			
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			

*K. Reddy*

**Signature of the Lecturer**

**Signature of the Principal**

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturers)

Barasa Konda.

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address: TTRDC GD. Barasa Konda.				
2	Name of the Lecturer: Dr. A. Shyamala				
3	Subject: History.				
4	Date of Joining in the College: 16/03/2019				
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓			
3	Coverage of syllabus so far (%)	✓			
4	Pass Percentage of University Exams in respective subject for the last three years.	✓	complete		
5	Record of internal examinations	✓	"		
6	Indicators used to assess student learning & performance	-	-		
7	Feedback forms	-	-		
8	Students Attendance	✓	complete		faulty sign.
9	Maintenance of Marks Registers (Internal and University)	✓	complete		
10	Details of student assignment	✓	"		"
11	Details of remedial classes conducted for slow learners	✓	complete		Serialive records are not maintained
12	Departmental Libraries	✓	complete		
13	Record of Project works	-	-		
14	Record of field trips	-	-		

Dr. A. Shyamala  
DL in History

15	Record of student seminars conducted	✓	complete	no index
16	Use of ICT - PPT & AV Aids	✓	-	-
17	Record of assignments given to students	✓	complete	-
18	Record of academic competitions conducted if any	-	-	-
19	Record of Extension Lectures arranged	-	-	-
20	Record of seminars/workshops attended	-	-	-
21	Record of Activities planned to contribute to the student's future employment opportunities	✓	complete	-
22	Record of Research work	-	-	-
23	Record of extension work undertaken if any	-	-	-
24	Record of additional responsibilities assigned	-	-	-
25	Record of any innovative practices	-	-	-
26	Record of MOUs if any	-	-	-

  
Signature of the Lecturer

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address:				
2	Name of the Lecturer:				
3	Subject:				
4	Date of Joining in the College				
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓		Not completed	monthly seminar, not conducted.
3	Coverage of syllabus so far (%)	✓			
4	Pass percentage of University Exams in respective subject for the last three years.	✓			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	✓			
7	Feedback forms	✓			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓		complete	
11	Details of remedial classes conducted for slow learners	✓		complete	Books & topics are not maintained.
12	Departmental Libraries	✓			Index.
13	Record of Project works	✓			
14	Record of field trips	✓			

15	Record of student seminars conducted	✓	Incomplete	-
16	Use of ICT - PPT & AV Aids	-	-	-
17	Record of assignments given to students	✓	Assignments incomplete	Seminal topics are not recorded
18	Record of academic competitions conducted if any	-	-	-
19	Record of Extension Lectures arranged	-	-	-
20	Record of seminars/workshops attended	-	-	-
21	Record of Activities planned to contribute to the student's future employment opportunities	✓	-	-
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			

Signature of the Lecturer

Signature of the Principal



Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the College and Address: TTRDC (W), Revanakonda				
2	Name of the Lecturer: S. Bhavana laxmi				
3	Subject: Microbiology				
4	Date of Joining in the College 07/08/2019				
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓			
3	Coverage of syllabus so far (%)	✓			
4	Pass percentage of University Exams in respective subject for the last three years.	✓			
5	Record of internal examinations.	✓			
6	Indicators used to assess student learning & performance	—			suggester is not maintain register as per University instructions
7	Feedback forms	—		Complete.	
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓		Complete	Faculty signs are required
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners				
12	Departmental Libraries	—			
13	Record of Project works	—			
14	Record of field trips				

15	Record of student seminars conducted	✓		complete	-	
16	Use of ICT - PPT & AV Aids	✓		-	-	
17	Record of assignments given to students	✓		-	-	
18	Record of academic competitions conducted if any	-		-	-	
19	Record of Extension Lectures arranged	-		-	-	
20	Record of seminars/workshops attended	-				
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		complete		
22	Record of Research work	-		-		
23	Record of extension work undertaken if any	-		-		
24	Record of additional responsibilities assigned	-		-		
25	Record of any innovative practices	-		-		
26	Record of MOUs if any	-		-		
 <b>Signature of the Lecturer</b>		 <b>Signature of the Principal</b>				

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓			
3	Coverage of syllabus so far (%)	-			
4	Pass percentage of University Exams in respective subject for the last three years.	-			
5	Record of internal examinations	✓			
6	Indicators used to assess student learning & performance	✓			
7	Feedback forms	-			
8	Students Attendance	✓			
9	Maintenance of Marks Registers (Internal and University)	✓			
10	Details of student assignment	✓			
11	Details of remedial classes conducted for slow learners	✓			
12	Departmental Libraries	-			
13	Record of Project works	-			
14	Record of field trips	-			

Name of the College and Address: Telangana Sahel Welfare Residential Degree College for Women, Revuravada, Nityanda  
 Name of the Lecturer: T. PARAMESHWARI  
 Subject: Botany  
 Date of Joining in the College: 06.08.2019

15	Record of student seminars conducted	✓		
16	Use of ICT - PPT & AV Aids	-		
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	-		
19	Record of Extension Lectures arranged	-		
20	Record of seminars/workshops attended	-		
21	Record of Activities planned to contribute to the student's future employment opportunities	-		
22	Record of Research work	-		
23	Record of extension work undertaken if any	-		
24	Record of additional responsibilities assigned	-		
25	Record of any innovative practices	-		
26	Record of MOUs if any	-		

*T. Dhanasekaran*  
Signature of the Lecturer

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

1	Name of the College and Address:					
2	Name of the Lecturer:					
3	Subject:					
4	Date of Joining in the College					
S.No.	Activity	Status	Date of Retirement:	Observation	Remarks	
1	Annual lesson plan is being followed or not	✓	-			
2	Teaching diary is up to date or not	✓	Completed			
3	Coverage of syllabus so far (%)	✓	-			
4	Pass percentage of University Exams in respective subject for the last three years.					
5	Record of internal examinations	✓	Completed			
6	Indicators used to assess student learning & performance	-	-			
7	Feedback forms	-	-			
8	Students Attendance	✓				
9	Maintenance of Marks Registers (Internal and University)	✓	Completed	Backlog students details not updated		
10	Details of student assignment	✓	Completed	Data not maintained properly		
11	Details of remedial classes conducted for slow learners					
12	Departmental Libraries	✓	Completed			
13	Record of Project works					
14	Record of field trips					

15	Record of student seminars conducted	✓	-	
16	Use of ICT - PPT & AV Aids		Not written properly.	
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any			
19	Record of Extension Lectures arranged			
20	Record of seminars/workshops attended			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓	Complete	need to be updated.
22	Record of Research work			
23	Record of extension work undertaken if any			
24	Record of additional responsibilities assigned			
25	Record of any innovative practices			
26	Record of MOUs if any			

Signature of the Lecturer



Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II ( To be filled by Lecturer)

S.No.	Name of the College and Address	Date of Joining in the College	Activity	Status	Date of Retirement:	Observation	Remarks
1	Name of the Lecturer: T. Supriya & v. venema	TTNRDC (W) - Devarakonda	Annual lesson plan is being followed or not	✓		complete	-
2	Subject: Computer science	6/9/2014 & 01/03/2019	Teaching diary is up to date or not	✓		complete	
3			Coverage of syllabus so far (%)	100%		complete	
4			Pass percentage of University Exams in respective subject for the last three years.	100%		complete	
5			Record of internal examinations	✓		complete	
6			Indicators used to assess student learning & performance	-			
7			Feedback forms	-			
8			Students Attendance	✓		complete	
9			Maintenance of Marks Registers (Internal and University)	✓		complete	
10			Details of student assignment	✓		complete	Faculty signature to be signed
11			Details of remedial classes conducted for slow learners	✓		complete	
12			Departmental Libraries	✓		Book condition is to be recorded.	
13			Record of Project works	✓		complete	
14			Record of field trips	-			

15	Record of student seminars conducted	✓	complete	
16	Use of ICT - PPT & AV Aids	✓	complete	
17	Record of assignments given to students	✓		
18	Record of academic competitions conducted if any	-	-	
19	Record of Extension Lectures arranged	-	-	
20	Record of seminars/workshops attended	-	-	
21	Record of Activities planned to contribute to the student's future employment opportunities	✓	complete	
22	Record of Research work	-	-	
23	Record of extension work undertaken if any	-	-	
24	Record of additional responsibilities assigned	-	-	
25	Record of any innovative practices	-	-	
26	Record of MOUs if any	-	-	

Signature of the Lecturer

*Stefanie Dejean*

Signature of the Principal

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of GDCs

Format - II (To be filled by Lecturer)

S.No.	Activity	Status	Date of Retirement: Observation	Remarks
1	Name of the College and Address: T. T. W. R. Degree College (W) - Devarakonda			
2	Name of the Lecturer: J.K. Fasila Anjum			
3	Subject: Mathematics			
4	Date of Joining in the College 04/09/2017			
1	Annual lesson plan is being followed or not	✓	-	
2	Teaching diary is up to date or not	✓		
3	Coverage of syllabus so far (%)	✓		
4	Pass percentage of University Exams in respective subject for the last three years.	✓		
5	Record of internal examinations	✓		
6	Indicators used to assess student learning & performance	-		
7	Feedback forms	-		
8	Students Attendance	✓	Complete	Attendance not marked as per university instructions
9	Maintenance of Marks Registers (Internal and University)	✓		
10	Details of student assignment	✓		
11	Details of remedial classes conducted for slow learners	✓		
12	Departmental Libraries	✓		
13	Record of Project works	-		
14	Record of field trips	-		

15	Record of student seminars conducted	✓			
16	Use of ICT - PPT & AV Aids	✓			
17	Record of assignments given to students	✓			
18	Record of academic competitions conducted if any	✓			
19	Record of Extension Lectures arranged	✓			
20	Record of seminars/workshops attended	✓			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓			
22	Record of Research work	✓			
23	Record of extension work undertaken if any	✓			
24	Record of additional responsibilities assigned	✓			
25	Record of any innovative practices	✓			
26	Record of MOUs if any	✓			
Signature of the Lecturer		Signature of the Principal			

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Telangana

Academic Audit of CIGCs

Format - II ( To be filled by Lecturer)

TTMPCDW, Devarakonda

N. SURESHA

Physics

S.No.	Activity	Status	Date of Retirement:	Observation	Remarks
1	Annual lesson plan is being followed or not	✓			
2	Teaching diary is up to date or not	✓		upto date	
3	Coverage of syllabus so far (%)	✓		completed	
4	Pass Percentage of University Exams in respective subject for the last three years.	✓		completed	
5	Record of internal examinations	✓		completed	
6	Indicators used to assess student learning & performance	✓		-	
7	Feedback forms	-		-	
8	Students Attendance	✓		completed.	
9	Maintenance of Marks Registers (Internal and University)	✓		complete	
10	Details of student assignment	✓		✓	marks are not recorded
11	Details of remedial classes conducted for slow learners	✓		incomplete	marks are not recorded & under review.
12	Departmental Libraries	✓		complete	
13	Record of Project works				
14	Record of field trips				

15 ✓	Record of student seminars conducted				
16	Use of ICT - PPT & AV Aids	✓		End complete	Index to be completed.
17 ✓	Record of assignments given to students	✓			
18	Record of academic competitions conducted if any	-			
19 ✓	Record of Extension Lectures arranged	-			
20	Record of seminars/workshops attended	-			
21	Record of Activities planned to contribute to the student's future employment opportunities	✓		complete	
22	Record of Research work	-			
23	Record of extension work undertaken if any	-			
24	Record of additional responsibilities assigned	-			
25	Record of any innovative practices	-			
26	Record of MOUs if any	-			
Signature of the Lecturer		Signature of the Principal			

Note: the Format is to be filled by all the lecturers and certified by the Principal and submitted to the Academic Audit Team.

Commissionerate of Collegiate Education, Lehnganna  
Academic Audit of C.D.C's

Formal - II (To be filled by Lecturer)

Name of the College and Address: **TWRDC (W) Devakonda**

Name of the Lecturer: **D. Swatha, G. Anitha**

Subject: **Teology**

Date of Joining in the College: **07/08/2019** - **08-03-2021**

S.No.	Activity	Status	Date of Retirement:	Remarks
1	Annual lesson plan is being followed or not	✓		
2	Teaching diary is up to date or not	✓		
3	Coverage of syllabus so far (%)	✓	ty	
4	Pass percentage of University Exams in respective subject for the last three years.	✓	"	
5	Record of internal examinations	✓	"	
6	Indicators used to assess student learning & performance	✓	"	
7	Feedback forms	✓	"	
8	Students Attendance	✓	"	
9	Maintenance of Marks Registers (Internal and University)	✓	"	
10	Details of student assignment	✓	"	
11	Details of remedial classes conducted for slow learners	✓	"	
12	Departmental Libraries	✓	"	
13	Record of Project works	✓	"	
14	Record of field trips	✓	"	

15	Record of student seminars conducted				
16	Use of ICT - PPT & AV Aids	✓	-	-	-
17	Record of assignments given to students	-	-	-	-
18	Record of academic competitions conducted if any	✓	complete	fully signatures are required.	-
19	Record of Extension Lectures arranged	-	-	-	-
20	Record of seminars/workshops attended	-	-	-	-
21	Record of Activities planned to contribute to the student's future employment opportunities	✓	complete	updating is needed.	-
22	Record of Research work	-	-	-	-
23	Record of extension work undertaken if any	-	-	-	-
24	Record of additional responsibilities assigned	-	-	-	-
25	Record of any innovative practices	-	-	-	-
26	Record of MOUs if any	-	-	-	-

*Am.*

Signature of the Lecturer

Signature of the Principal

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