REPORT OF THE COMMITTEE

ON

ACADEMIC AND ADMINISTRATIVE AUDIT

OF

DR. LANKAPALLI BULLAYYA COLLEGES

BY

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Submitted

To

THE SOCIETY FOR COLLEGIATE EDUCATION

VISAKHAPATNAM

AUGUST 2019

FOREWORD

We, the members of the Academic and Administrative Audit Committee thank profusely the Society for Collegiate Education for the confidence reposed in us to be part of the Committee. The Committee had a few meetings before finalizing the schedule and the Modus Operandi for the conduct of the visits to different departments / units / centres of all the three colleges – Dr.Lankapalli Bullayya UG & PG College, Dr.Lankapalli Bullayya Junior College and Dr.Lankapalli Bullayya College of Engineering for Women. The Committee designed a schedule to be filled in by each faculty member during the interaction. The Committee thanks all the faculty members and Administrative Officers for their whole hearted cooperation extended to us during our visits. The Committee presents its report in the form of Executive Summary, Department / Unit-wise observations along with relevant details in the form of eleven annexures. The filled in questionnaires by the faculty are also furnished in a separate bounded form. We wish to place on record our appreciation of the excellent secretarial service rendered by Smt.Husna Tasneem at several stages.

Prof. V.Balamohandas	**Prof. K. Nirupa Rani**	**Dr. K. Satyanarayana**
Chairman	**Member**	**Member - Convener**

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Dr. LANKAPALLI BULLAYYA COLLEGE

ACADEMIC AND ADMINISTRATIVE AUDIT

Executive Summary

Educational institutions should always put in efforts to improve the quality of teaching and learning and also its sustenance. NAAC advised all Higher Educational Institutions to establish IQAC and also undergo external Quality Assurance process to strive continuously for excellence. The monitoring and evaluation of the institutional process requires a carefully structured system of internal and external review. The NAAC and the UGC expect the education institutions to undertake continuous Academic and Administrative Audit (AAA). Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. Administrative Audit is a process of evaluating the efficiency and effectiveness of the administrative procedure, which includes the assessment of policies, strategies and functions of the various administrative wings and functionaries and control of the overall administration system, etc.. In the process of Academic and Administrative Audit, assessment of the strengths and weaknesses of the teachers, the departments and administrative units is taken up. This assessment will help to identify the bottlenecks in the existing administration mechanism and pin point the opportunities for academic and administration reforms, which will result in quality improvement. An internal exercise every year and involvement of external peers once in three years can give good results. It is in this context, the Society for Collegiate Education, the parent body of three educational units – Dr.Lankapalli Bullayya U.G and P.G college, Dr.Lankapalli Bullayya Junior College and Dr.Lankapalli Bullayya Engineering College for Women, led by the President, Prof.K.C.Reddy, an eminent–teacher–researcher–economist–administrator, , has asked us to undertake the Academic and Administrative Audit of all the three institutions, this year.

PRESENT ACADEMIC AND ADMINISTRATIVE SET UP

The present name and fame of the college are due to the efforts of the founders and the generous gesture of the Government of Andhra Pradesh in giving 10 acres of land in the middle of the city. The founder president, Sri K.Jayabharat Reddy, Ex-Chief Secretary of

Government of Andhra Pradesh and the then District Collector deserves a special mention. Prof.K.V.Sivayya, as the founder Secretary & Correspondent, Sri.V.B.V.Reddy as President and Sri.K.Phani Bhushana Rao as the First Principal laid the foundations of stability for the college. Dr.G.Madhu Kumar, who has been the Secretary & Correspondent for 25 years is responsible for the phenomenal growth in infrastructure and overall development of the colleges and the campus.

The year 2018-19 is another land mark for the Society of Collegiate Education. The election of the Managing Committee from among the General Body Members in 2018 is unique in that the body consists of Sri.K.Jayabharat Reddy, as Honorary President, Prof.K.C.Reddy, Former Chairman, Andhra Pradesh State Council for Higher Education and Adviser to Government of Andhra Pradesh, as President, Dr.G.Madhu Kumar, continuing as Secretary & Correspondent, Sri.T.V.R.K.Prasad as Treasurer and the other three members include two former Vice-chancellors, Prof.V.Balamohandas, (Acharya Nagarjuna University), Prof.G.Subrahmanyam (GITAM, deemed to be University, Visakhapatnam) and an Entrepreneur Sri.A.V.R.K.Kumar. Many retired civil servants and prominent people have been requested to be on the Advisory Council. Probably this is the only college in Andhra Pradesh with such accomplished persons on the Management and Advisory Committees.

The Principals of all the three colleges are continuously guided by the Secretary & Correspondent and an experienced and matured Director and assisted by Deans and Assistant Deans. The Governing Bodies of all Colleges are formed with due representation to prominent academicians (including some former Vice-Chancellors) and industry representatives.

An Academic and Administrative Audit Committee consisting of Prof.V.Balamohandas, Former Vice Chancellor, Acharya Nagarjuna University, as Chairman, Prof.K.Nirupa Rani, Former Vice Chancellor, Adi Kavi Nannayya University and Prof.K.Thimma Reddy, Retired Professor, Department of Anthropology, Andhra University as members along with Dr.K.Satyanarayana, Director Academic & Campus Administration, Dr.Lankapalli Bullayya College, Visakhapatnam, as Member-Convener. Prof.K.Thimma Reddy, in view of his commitments and busy work otherwise, could not make it to be present for the visits of the Committee to the different academic departments. The Committee visited all the academic units of all the three colleges and had fruitful interactions with all the faculty. The Committee

had also interactive session with all the administrative Heads of all the three colleges. The visit schedule of the Committee is attached as **Annexure -11** to this report. The Committee had also designed a schedule to be filled in by all the teachers as useful feedback on their role and activities. A brief analysis of all the duly filled in schedules is also done by the Committee. The schedule and a note on the feedback analysis are also added as **Annexure-9 and Annexure-10** respectively to this report. The Member-Convener Dr.K.Satyanarayana has been requested to prepare brief notes on Dr.Lankapalli Bullayya Colleges, the organization chart of the institution, the general administration policy and present recruitment policy. The notes prepared by him do also find place as **Annexures 2,3 & 4 respectively** to this report.

As per the visit schedule, the Committee had prepared notes on the different academic units as observations. These observations form part of this report unit-wise. While detailed observations can be seen from the individual unit reports, the Committee felt that it would be desirable to briefly mention its comments as the present set up and also offer general suggestions on the Academic and Administration aspects of the Colleges.

Comments on the Present Setup

There is already an academic and administration check-in mechanism introduced and followed scrupulously to ensure good image of all the institutions. The Director is In-charge of all the academic and administrative functions as a representative of the Managing Committee and works effectively as a liaison between the teaching and supporting staff and the Secretary & Correspondent .The Vice Principals / Assistant Principals / Heads of the Departments assist the Principals in academic administration. Deans / Assistant Deans monitor the assigned duties and report to the Director. Coordinators are appointed to monitor courses where substantial number of students are admitted like B.A, B.Com, B.Sc and BBA. Admission Committee / General Maintenance Committee are constituted. Two Administrative Officers – one for the general and the other for accounts, are appointed, both of them reporting to the Director and Secretary & Correspondent. Selection of the faculty vacancies is carried out by the Director, Principals, HoDs through a process of demo lectures, 'initial interview' followed by the shortlisted candidates interviewed by the Committee under the Chairmanship of Secretary & Correspondent. Classes are held as per schedule. Teaching diary / Teaching synopsis / Academic plans are maintained by the faculty on a regular basis. Attendance of students and staff – Teaching and Supporting staff recorded through biometric

and is monitored well, late coming of faculty and supporting staff, if any is also penalised. Incentives for those who do not avail their leaves are provided. While the Committee is satisfied with the present administration and academic process being carried out, there is always scope for improving upon. It is in this direction, the Committee made detailed observations unit-wise. The Committee would like to offer its general suggestions / recommendations for reaching a higher level of efficiency and a win win situation for all stake holders. The observations / suggestions / recommendations are listed hereunder.

ACADEMIC

1. Focus seems to be on teaching alone, not considering the importance of research orientation, innovation and even worthy extension activity.

2. The Extra Curricular units like Sports, NCC & NSS have made good impact on the students as well as on the Society in general. Focus needs to be added towards placing the meritorious students towards National and International sports and also motivate the students to join Indian Navy, Armed Forces, etc. Links be established with the concerned higher-ups and collaborative MOUs be attempted.

3. The Career Guidance and Placement activity is almost at a negligible level and the number of placements is not impressive. People with industry experience be put as in-charge of the cell. Also, linkage with prominent NGO's with employment / entrepreneurial potential be explored in a big way from the placement cell.

4. The present Centre for Research needs to be strengthened with focus on interdisciplinary research, industry collaboration, publication output, consultancy, patent development, etc. Regular workshops for encouraging research work of the faculty be initiated.

5. An attempt should be made to create a Faculty Publication Corner in the libraries of the concerned colleges where in all publications – papers and books are kept both physically and soft forms.

6. Laboratories in all the colleges need to be expanded with latest equipment in stages. The get-up of the laboratories also needs to be modernized in terms of furniture as well as flooring. Funding agencies / industries / prominent alumni be approached for

possible contribution for up-gradation of labs and the process of suitably acknowledging the contribution be initiated. All the lab assistants need to be qualified in the concerned disciplines.

7. Faculty may be encouraged to enrol themselves as members in professional bodies and associations of their respective subjects.

8. A specific day be notified as "**Creativity and Innovation Day**" open for all the students and staff to participate and awards for the best presentation be given.

9. All the Colleges need to initiate steps to promote cultural activities and extension activities by constituting several related clubs with students guided by the faculty on a continuous basis. This will be effective when such clubs organize related short term value addition courses benefitting the different sections of the Society.

10. A really workable student mentoring scheme be initiated by allocating a fixed number of students for each teacher. A schedule be drawn for teacher-mentor and students meetings on a regular basis (at least once in a fortnight) maintaining proper register for the same.

11. While periodical blood donation camps are organized in the college, it is desirable to motivate good number of students willing to donate blood whenever it is required. Such names of willing donor students along with their blood group and phone number be notified on college website.

12. The Management may consider providing budgetary allocation for funding Societally useful research projects by the faculty every year. The Committee suggests a minimum budget allocation of Rs.5,00,000/- per year to fund 25 teachers @Rs.20,000/-. The teachers given such funding be made accountable to submit the results in a time frame of six months.

13. The faculty and students may be sensitized to assist and take part in all the activities of SIDAR and Gandhi Centre, which are located in the campus.

14. Ethical and moral values need to be inculcated among all the students. Famous quotes of Mahatma Gandhi and others in this regard may be put up on bill boards

prominently on the campus. A series of lectures on Higher Order Thinking may be arranged periodically by inviting prominent professionals in the field.

15. Explore the possibility of offering at least one foreign language as an Add-on course for students of Management and Professional courses, which is likely to become a special feature of Dr.Lankapalli Bullayya Colleges.

16. The English department may be entrusted with the task of improving the General English Vocabulary of all the students by listing common usage word bank and popularizing the same at 10 words per day notified on a board in a central place of the campus.

17. Initiate, the establishment of Commerce Lab with exhibits related to different commerce subjects.

18. The department of Chemistry (both UG and P.G) may be asked to explore the possibility of organizing a Science exhibition on "Chemistry in Daily Life" for citizens of Vizag with special focus on housewives.

19. The department of Social Sciences may explore the possibility of organizing "Mock Assembly / Mock GVMC Council Meet" along with the presently organised "Mock Parliament".

INFRASTRUCTURAL

20. A specially designed scheme "**Wealth from Waste**" be launched through which steps be initiated for pooling up all the waste and abandoned material by a time frame. A policy of reuse, recycle and rejections be taken up as per norms.

21. Right now the power backup system is in place in a limited way. Steps be initiated for a comprehensive backup for the whole campus.

22. All the ceiling fans in all the colleges need to be provided with fan regulators to monitor their speed. Presently fans running at a higher speed are really a disturbance to the teaching and learning than a real comfort.

23. Classrooms and staff rooms facing on the roadside do experience traffic disturbance through unbearable sounds. It needs to be looked into to make those sound proof.

24. Uniformity in display boards / notice boards is desirable and the practice of pasting notices on the walls be discontinued with.

25. Display boards at prominent places to promote learning such as language competency and general knowledge helps students learn additional skills.

26. It is desirable to provide collar mikes for the faculty in all class rooms having a capacity of more than 80.

27. While the greenery of the college is good, it can be further improved by two more initiatives – (1) by having flowery liners around the sports ground, (2) the space behind the Engineering drawing block may be developed with greenery and sitting benches.

28. At least one fully equipped smart class room be developed in each academic block.

29. A vermicomposting unit for the entire campus be thought of involving all concerned departments of U.G and P.G.

ADMINISTRATIVE

30. There is need to improve inter-departmental / inter-collegiate academic and administrative collaboration among the departments / colleges and across the disciplines. Many of the departments seem to be functioning in isolation.

31. The job description and position of the Principal need to be looked into fixing roles and responsibility for amicable discharging of duties. Empowerment initiatives for that position may be contemplated. All other administrative positions need to be reviewed and necessary amendments may be made in the Standard Operating Procedures (SOPs). The HOD designation be given after due consideration of attitude, academic and administrative abilities, professional vision, etc., and not just by seniority. Fixing a time period will also be good so that performance can be reviewed periodically.

32. While all the staff – teaching and supporting staff are covered by medical insurance and students are covered under safety insurance scheme, the Committee suggests initiation of empaneling of a few doctors, periodical medical check-up at least once in a year for all the students and training in first aid for all teachers and some interested students. Also medical camps be organized periodically.

33. A Suggestion Box be installed with a lock and key in each block prominently. A Committee to open this in every fortnight be constituted. The Committee shall consist of a senior teacher, one supporting staff member and two students from the courses organised in that block. The date of opening be specified prominently each time. The suggestions / complaints received be recorded in a register and action taken be monitored properly.

34. It has become difficult for hiring really qualified teachers in many courses. The Committee suggests appointment of 'Adjunct Faculty' /'Consultants' from among the retired executives / academicians / prominent professionals.

35. A directory with the details of mobile numbers and email ids of all the Management Committee, Administrative Heads, Faculty and Supporting staff be designed and printed and be given to the concerned for effective mutual communication.

36. A clear-cut consultancy policy be designed and notified to the faculty as part of encouraging consultancy revenue to the college. The Committee recommends a broad policy of the Consultancy revenue, (after meeting the expenditure for the project) be shared between the faculty and the college in the ratio of 60:40 respectively.

37. The U.G and P.G College established long ago and the Engineering College for about nine years provide for large and prominent alumni across the country. A duly constituted Alumni Association be registered with the Registrar of Societies as per their norms with departmental level associations at the next level. A particular day be notified as Alumni Day to be organized every year on the same day. Alumni are a rich source to be tapped in several aspects of the institution requirements.

38. The College especially UG & PG with its long years of existence need to explore autonomous status. The Management may constitute a subcommittee to initiate steps for the same.

39. The Aided status of the UG/PG and Junior College need to be continued in view of the fact that it is a status symbol with good and positive image among the stake holders. This status will facilitate funding from agencies like UGC, AICTE, MHRD, ICHR, ICSSR, ICPR, etc.

40. Most of the faculty of the Engineering College feel that it is better to continue the college as Women's Engineering College instead of converting it into a co-education college, at least for the time being.

41. M.Tech courses, at least in one or two branches of Engineering be explored after properly strengthening such departments with labs and qualified doctoral faculty.

42. The Society may initiate steps to acquire adequate land to meet the requirements of further development of present institutions and also as a preparatory step for considering starting a deemed to be University.

43. It will be desirable to name the nine blocks after prominent rivers / poets / scientists after due deliberations in the Managing Committee / General Body of the Society.

44. The Committee suggests consolidation of all the present courses in all the colleges along with offering duly approved moocs and other value addition courses based on local requirements instead of offering additional courses or additional sections.

45. The Society need to prepare a vision plan for affecting action on the various suggestions given by this committee into long term, medium term and short term initiatives.

46. The Department of Skill Development Centre started in 2011, is a unique and innovative initiative of the colleges. The present centre consists of 19 faculty imparting analytical and soft skills uniformly to all the students as part of the regular time table. The Committee felt that there is an urgent need to make a critical review of the qualifications, and capabilities of the faculty and the teaching pattern presently

followed. It is understood that initiatives have already begun in this regard. While the intentions are laudable, implementation to achieve the goals needs a thorough overhaul.

47. The IQAC has to be constituted as per the norms of NAAC including student representatives and the meetings conducted regularly.

48. The college website Committee be strengthened and periodical updating be carried out once in a week.

49. The birth anniversary (07.07.1918) and death anniversary (31.05.1992) of Dr.Lankapalli Bullayya in whose name the College started, be organized in the college in a befitting way.

50. 'Earn while you Learn' scheme may be launched for students and encourage them to take part as volunteers in library services / gardening activities / computer related administrative works. A nominal budget to compensate their services may be thought of.

51. While there is a systematized recruitment policy for faculty and supporting staff, the Committee recommends a necessary provision for President's prior approval for all appointments of administrative positions / faculty / supporting staff before letters are issued to the concerned.

52. The present closure time of all the Colleges i.e., at 4.20pm be advanced to 4.15pm by making necessary minor changes.

53. A two-hour schedule in the evening on any Saturday of every month – (during working days) be ear marked for '**Swachch campus Programme'**, with a view to keep the campus clean in all respects. Faculty and students may be divided into groups in such a way that at any point of time, 300 – 400 students be engaged to carry out the work. This arrangement facilitates each group working for the college twice a year.

54. It is desirable to consider merging U.G and P.G courses in the same subjects, so that the senior faculty of P.G courses can take classes even in U.G courses which will

benefit the students. If enblock it is not possible, the Committee suggests that it is desirable to merge U.G and P.G courses and in some cases P.G courses in allied subjects.

a) B.Com and M.Com Courses.

b) BBA & MBA Course.

c) MHRM & MBA course

d) B.Sc UG Computers with P.G M.Sc(CS) and MCA.

e) Mathematics and Statistics.

f) U.G Microbiology with P.G Microbiology and U.G Biotechnology with P.G Biotechnology.

g) All Language departments – English, Telugu, Hindi and Sanskrit at U.G level to be merged into one department as Department of Languages.

55. The Committee suggests developing a common computer centre facility which can be used by any faculty member / students by registering their requests for slots without any charges. This centre is required to work for long hours beyond normal working hours of the college.

56. The Committee suggests building up adequate corpus fund by transferring a fixed percentage of the total revenue annually and also through contribution from alumni and others and funds from business units (public and private sectors) under Corporate Social Responsibility.

57. College Website Committee be strengthened with more members and regular updating be done every week.

58. The department of Electronics may be requested to establish an Electronics Waste Collection Centre. Awareness be created among the households in the residential colonies surrounding the College about the appropriate method of electronic waste. Assistance from Greater Visakha Municipal Corporation (GVMC) may be sought in this regard.

59. A few dogs are seen on the campus, which is an ugly scene in an academic institution. Probably they are found since there is not proper and effective method of waste collection and disposal – in general and also at the canteen. Let a proper system of

garbage clearance be put in place and the security be asked to ensure that there are no dogs on the college campus.

60. Vehicles relating to the personnel of Institute of Company Secretaries of India (ICSI), SIDAR, Gandhi Centre and Vision Aid and the visitors to the above offices located in the first floor of Block – 9 are being parked in the vacant place near the main gate. This particular place needs to be converted into a suitable parking place.

61. The Committee also recommends adoption of a new organization chart in the place of the present one, which is provided in Appendix – 1.

Appendix - 1

OBSERVATIONS OF ACADEMIC AND ADMINISTRATIVE AUDIT

Department of Microbiology: **Date of Visit : 25-06-2019**

- The M.Sc Microbiology started in 2001 with an intake of 24 students and enhanced to 36 after six years, all the seats being filled.
- Right now there are 3 faculty of whom 2 are Doctorates.
- One faculty member Ms.K.S.M.Kartika resigned in April, 2019. The department needs to take steps to fill the vacancy.
- The department just few days ago moved to the new location.
- Students got placement at the level of about 90% mostly in aqua farming and pharma sectors.
- Two faculty members with Ph.D are recognized research guides – guided earlier five students – 2 Ph.Ds and 3 M.Phils by earlier faculty.
- The faculty is engaged in undertaking UG teaching also apart from P.G teaching.
- Reasonable number of publications for the faculty possessing Ph.D.
- Mr.J.Ganesh with 9 years teaching and 3 years industry experience need to go for Ph.D registration.
- The department needs to be motivated both for active publication in refereed journals and also plan for inter disciplinary workshops and research with related departments especially Biochemistry and Biotechnology.
- The faculty room faces disturbance from the outside traffic.
- The upkeep of the faculty room is to be improved.

Department of Biotechnology: **Date of Visit : 25-06-2019**

- The department started in 2008. Right now the department has 3 faculty members. All the three possess Ph.D, with the 4th faculty Dr.K.B.L.Jyothi on rolls but on medical leave.

- Smt.G.Lavanya appointed in her place earlier, again reappointed on a full time basis, is yet to join.

- All the teachers of the department are women and female students are also in majority.

- The student strength allotted is 36 but enrolment is at ⅔ rd level with 24 and 23 respectively during the last two years.

- The faculty has the potential for good publications given their active involvement in workshops and their intention to focus on research.

- The potential areas identified are mushroom culture, bio-plastics.

- The department has been suggested to come up with community oriented research projects, the team suggested to initiate “waste to compost “ project immediately at the college level i.e., at Dr.L.B.College canteen.

Department of Biochemistry: **Date of Visit : 25-06-2019**

- M.Sc Biochemistry started in 2002. All four women teachers. Two possess Ph.D.
- Students sanctioned 36, only 14 enrolled in 2017–18 but improved to 33 in 2018–19. Most of the students are female students.
- Not impressive publications given their longstanding experience.
- There is no adequate research orientation on the part of the faculty. Scope for interdisciplinary research is not attempted.
- The faculty needs to be motivated to explore / publication of papers / projects based on student's project reports.
- The team considered a project prepared by them on "Effect of low temperature preservation on the nutritive value of fruits and vegetables". But the team suggested the faculty to take up, instead, a useful research project "Methods of preserving nutritive values of vegetables in Rythu Bazar of Visakhapatnam City".

Department of Chemistry: **Date of Visit : 26-06-2019**

- The department offers M.Sc Organic Chemistry, started in 2003 and M.Sc Analytical Chemistry started in 2005.

- The present faculty on rolls is nine – however Mr.B.Ravi Kumar left in march, 2019. The team was informed that a new woman faculty member is appointed and may join shortly.

- The admissions in both the courses are relatively good since the students are almost equal to the allotted strength.

- The placement for the students is at about 40%.

- The interaction with the faculty reveal_
    - Coverage of teaching is good.
    - Research orientation is lacking.
    - Publications are almost nil.
    - Exposure to orientation / refresher courses is nil.

The team suggested the following:

- Inter-departmental collaborative activities in terms of seminars, workshops, research projects needs to be initiated.

- Innovative Add-on courses from the moocs courses can be thought of.

- The department shall have to organize at least four guest lectures per annum from reputed teachers and professionals.

- The department may also establish contact with the parent department at Andhra University and enable the students to have visits to the labs there.

- The department should also try to build up a strong departmental alumni association, since the department is one of the oldest.

- The department should come up with socially relevant research projects.

- The department has a best practice of having hundi for fines collection and the collected fines (approximately Rs.1000/-) every six months is used for charity purpose given in the presence of all the students.

- The department also has one more best practice of maintaining lab manual which is impressive.

Department of English : Date of Visit : 26-06-2019

- The department offers M.A English, started in 1999.
- The department has four faculty members but at the time of the visit only two faculty members – Dr.K.Surela Raj and Mrs.M.Phani Pooja were present.
- Sri.G.Satya Praveen is not present since he is on OD to appear for NET examination. Dr.S.S.V.N.Sakuntala is abroad.
- The number of students admitted during 2017-18 was 35 and 29 in 2018–19 respectively against the allotted strength of 48.
- Most of the students come from Telugu medium.
- The department organized a few skits and guest lectures from internal faculty from the other departments.
- The department seems to have good potential and the benefit of this department need to percolate for the good of all the students of the colleges.
- The department need to concentrate on more publications in refereed journals. Apart from the efforts of the Skill Development Centre, the department can also organize some innovative competitions of "Best Speaker of the College", "Best Writer of the College" with selected topics in English.
- The team also suggested to improve the general English vocabulary of all the students on campus by listing common usage word bank and popularizing the same @ of 10 words per day notified on a board in a central place of the campus.

Department of Mathematics: **Date of Visit : 26-06-2019**

- The department offers M.A / M.Sc Mathematics, started in 1994.
- The department has four faculty members on rolls – three present and the other Sri.G.Ravi Kumar on leave upto 4th July, 2019.
- Two of the faculty members – Sri.B.Rama Krishna and Ms.P.Rajeswari happened to be Alumni of Dr.Lankapalli Bullayya College.
- The number of students admitted is good in relation to the allotted strength (allotted strength is 48 – 47 in 2017-18 and 40 in 2018-19 respectively).
- The faculty need to be motivated to come up with publications in refereed journals.
- The team was informed that one faculty member Sri.G.Ravi Kumar is actively associated with training for competitive examinations elsewhere.
- The team suggested the department to come up with a project to organize coaching for mathematics of several competitive examinations wherein Dr.Lankapalli Bullayya College students can be trained outside the normal working hours during three days of a week for a duration of two months. Nominal fees collected from such students can be considered as consultancy income to be shared in the ratio of 60:40 for the faculty and the college respectively.

Department of MHRM: **Date of Visit : 01-07-2019**

- MHRM course started in 2008, has a sanctioned strength of 48 – number of students admitted are less than 50% level at 20 in 2017-18 and 22 in 2018-19 respectively.

- The faculty strength consists of four on rolls, but Sri.A.Dhana Raju, Head of the department is posted as Assistant Principal – not teaching any course. Hence department consists of three faculty members in reality.

- In terms of publications, Dr.G.Venkata Rao is active along with membership in professional associations both within and outside the city.

- Heartening to note that five students did moocs courses.

- Students are taken to industrial visits.

- In terms of placements of 2018-19 passed out batch, 10 out of 16 were placed.

- The Audit Team feels that the department is working in isolation without proper formal industry collaboration.

- The Audit team suggests _
    - Explore the possibility of merging MHRM department with the Department of MBA subject to the possibility in the context of guidelines of the Andhra University and the U.G.C.

    - The department should organize at least one guest lecture every month from a HRM professional / academician.

    - The department can take up useful research projects like role conflict among the female teachers of Dr.Lankapalli Bullayya College and many such others.

Department of M.Com: **Date of Visit: 01-07-2019**

- M.Com course started in 2018 – students at 33 against total strength of 48.
- Only one faculty member Dr.Vidya Rajagopalan with 8 years' experience at Prism College joined Dr.Lankapalli Bullayya College in 2018.
- Most of the students come from Telugu medium and the problem is being addressed by her.
- The department is hard pressed for inadequacy of faculty.
- The Audit team suggests exploring the possibility of merging M.Com course with B.Com course subject to University rules.
- The Team also suggests exploring the possibility of associating retired popular teachers in Commerce / willing Chartered Accountant practitioners in the city on part time basis.

Department of MBA: **Date of Visit : 01-07-2019**

- MBA course started in 1995, 11 faculty members on rolls at present.
- All teachers appeared for ratification interview.
- Good number of teachers is well qualified with their Ph.Ds and all others are in the process, but it is felt that the department needs proper direction.
- One Teacher Dr.E.Roopa Rani is a post-doctoral and two teachers – Dr.G.Taviti Naidu and also Dr.E.Roopa Rani had FDP training at IIM.
- The faculty are working closely with the Society for Research and Development (SIDAR) on studies related to Vizag City amenities by involving about 20 students for their project reports.
- In terms of extension lectures, Use of cast study analysis, industry collaboration, placement, the department needs to improve.
- Effective formal bridge courses and Add-on courses especially in Entrepreneurship need to be initiated.
- Career counselling, worth the name is missing.
- Interdepartmental interactions are lacking.
- The department needs to address letters to major industries across the country for internship of students with or without fellowship.
- The department needs to put in efforts for MOUs to be initiated with at least local industries.
- The Audit team suggests exploring the possibility of merging BBA course with MBA which is really beneficial subject to University guidelines in this regard. It is understood that such an arrangement was there until 2008.

Department of M.Sc (CS) & MCA: **Date of Visit : 01-07-2019**

- The department offers two courses – MCA, started in 1995 and M.Sc (CS) started in 1998, with a sanctioned strength of 120 and 48 respectively.

- The admissions are at only ⅔rd level in M.Sc (CS), but at a deplorable level (only 20 seats in 2018-19) in MCA.

- The department consists of 14 faculty members. Some of them having M.Tech apart from MCA / M.Sc (CS).

- The faculty need to be motivated for research degrees / publications in refereed journals.

- There is no interaction with the Computer Science department of the Dr.L.B.College of Engineering for Women, which is desirable.

- The departmental labs reasonably equipped with 120 systems acquired in 2009, with two lab assistants.

- The team feels that there should be a continuous system upgradation policy of adding reasonable number of computer systems every year.

- It is understood that the proposal of the department for 20 new systems has been recently approved.

- The department conducted 21 days computer awareness programme for the Non-teaching staff of the college in 2014 and teaching staff in 2017 respectively.

- The Audit team suggests that the department may explore the possibility of organizing basic computer acquaintance course for all non-computer students of the colleges, senior citizens and house wives around the surrounding areas of the college at a nominal fee, during non-working hours. The income thus generated can be considered as consultancy revenue to be shared between the faculty and the college in the ratio of 60:40.

- All the faculty should join the concerned professional associations like Computer Society of India (only one faculty member is at present enrolled).

- Right now one faculty member Mr.V.Satish is in-charge of college website. Suggestions were made by the Audit Committee for periodical updating of the

website. The Audit team suggests that two more teachers be associated with updating the website.

- Steps may be initiated towards this end to improve the present process of updation.

- The following four teachers expressed their willingness –
    1) Sri.S.Ravi Prasad
    2) Sri.S.Satheeswara Reddy
    3) Sri.T.S.S.J.Harnath
    4) Sri.T.S.Siva Ramayya

- The Audit team suggests merger of Under graduate B.Sc Computers with this P.G department, so that mutual benefits can be drawn.

Date of Visit : 03.07.2019

Department of Commerce & Department of Management (B.Com & BBA):

- Dr.Lankapalli Bullayya College had its first course - B.Com started in 1973 and BBA in 1992.

- The students admitted in B.Com during 2018-19 total of 255 against total sanctioned strength of 360 in five separate sections.

- Students admitted in BBA with 62 in 2018-19 against a sanctioned strength of 120.

- There are right now 14 teachers in B.Com (6 of them are superannuated category) guided by a superannuated teacher Mr.Riaz Mohammed.

- The number of faculty in BBA right now are three.

- Research qualification doesn't seem to be the focus since as of today none is a doctorate either in B.Com or BBA excepting one teacher who submitted her thesis, and a few are getting registered.

- B.Com course since guided by an experienced retired teacher, some quality initiatives have been taken up.
  To mention a few:

  - ❖ Making students read Business Line every day, conduct of Quiz and other competitions on every Saturday, organization of Add-on courses like Emotional Intelligence and Six Sigma, students teach the students programme, test results based on machine calculation of OMR sheets, offering prizes for meritorious students, imposing penalties on absentees, etc.

  - ❖ Since it is an under graduate course teaching has been a major focus. However, the committee suggested to look into their improving research qualification and also come up with useful research projects trying to get funding from UGC under minor research projects scheme.

  The committee suggested the following initiatives for quality improvement of the programme.

  - ❖ Teacher's to put in efforts for attending orientation / refresher courses from UGC sponsored HRD centres across the country.

  - ❖ Senior teachers addressing the junior teachers on important topics every month.

  - ❖ Undertaking collaborative programmes – seminars, workshops, symposia, etc in association with A.P Chamber of Commerce, Vizagapatam Chamber of Commerce and major industries of the city.

  - ❖ Taking up mentoring of students in a realistic way.

- ❖ Exploring the possibility of starting a periodical / journal.
- ❖ Preparing a directory of industry / business in Visakhapatnam.
- ❖ Taking up consultancy work by way of providing help in submitting Income Tax returns to the teachers in the college and others.
- ❖ Initiating innovative pedagogy like using mobile as a teaching tool.
- ❖ Initiating the establishment of **COMMERCE LAB** with exhibits related to different commerce subjects.
- ❖ Explore the possibility of offering a foreign language – French / Japanese / Chinese / German – as an add-on course, which becomes a special feature of Dr.Lankapalli Bullayya College.

- Most of the suggestions are common both to B.Com and BBA.
- The Committee suggestions to explore the merger of BBA course with MBA and B.Com with M.Com subject to the university guidelines.

Date of Visit : 03.07.2019

Departments of Botany, Zoology, Microbiology, Biotechnology and Environmental Studies:

- Except Environmental Studies, all the other departments are single teacher departments.
- Botany department is looked after by a superannuated teacher.
- Two of the teachers are doctorates and one teacher has submitted her dissertation for Ph.D.
- Number of students admitted is satisfactory in B.Sc Chemistry, Botany, Zoology, but needs to be looked into in B.Sc Chemistry, Microbiology, Biotechnology (61 admissions against 120 sanctioned strength).
- Some P.G teachers also take classes wherever necessary.
- Labs are stated to be adequate by the faculty.
- Inter-departmental collaboration is not much.
- The committee appreciates the idea of getting project reports done even without curricular requirement in the Microbiology department.

The committee suggests the following_

- ❖ A vermicomposting unit for the entire college be thought of involving all concerned departments - P.G and U.G.
- ❖ All these departments be grouped together as one single department "Life Sciences" for better coordination.
- ❖ Faculty has been advised to submit proposals for improving the greenery along with flowery plants around all the four corners of play ground near block-9 and also the south-west triangular space near block – 8. They have agreed to comply shortly.

Department of Computer Science: **Date of Visit : 04.07.2019**

- The Department of Computer Science at Under Graduate level started in 1983 and has 11 faculty members on rolls, some of them with MCA and others with M.Sc. Out of these six faculty members have their M.Tech and 2 faculty members have M.Phil. None of them possess Ph.D degree as of today. One faculty member has proficiency in Instrumental Music Mridangam (Sri.T.N.Chaitanya)

- The teachers are not active in terms of publications / research.

- The department is having a facility of four labs with 120 systems. Some of the systems are having internet connectivity.

- The teacher's workload consists of almost equal proportion in terms of teaching and lab work.

- The Committee has seen a central computer facility being started with about 120 systems. This will enable the department to come up with plans for optimum utilization of the facility.

- The Committee suggests creation of wifi facility for the entire central lab.

- The Committee also suggests creation of wifi facility for at least one of the four existing computer labs meant for U.G courses.

- The faculty felt that audio-visual facility at least in one of the class rooms will improve the quality of teaching, learning. The committee endorses their request.

- The Committee suggested organizing a basic computer course for non-computer students of the college, senior citizens and housewives in the surrounding areas of the college at a nominal fee on Sundays generating some consultancy revenue to be shared between the concerned faculty and college in the ratio of 60:40.

- Special permission be granted to the department to allow students to use mobiles as a learning /teaching tool as and when classes in cloud computing are undertaken. However, necessary care be taken not to misuse this permission.

Date of Visit : 04.07.2019

Department of Mathematics & Department of Statistics:

- The department of Mathematics consists of 8 faculty members and department of Statistics consists of 2 faculty members. Only one faculty member Smt.N.Sangeetha possesses M.Phil. It is understood that one more faculty member in Statistics department is recruited and yet to join.

- One faculty member registered for Ph.D (Smt.G.Sujatha).

- Teachers in both the departments seem to be concentrating on just teaching and not going beyond.

The Committee suggests the following:

- Both the departments be merged into one department to be called as Department of Mathematics & Statistics.

- The department need to conduct an aptitude test immediately after admissions, for identifying the weak students and organize special bridge courses for them. It may be noted this is beyond what is done in the mentoring process. This will facilitate more number of students to get through the examinations, since it is found that many students are failing in mathematics.

- The department can explore to organize special coaching classes for candidates appearing for competitive examinations (both for this college students and others) on Sundays at a nominal fee generating consultancy revenue to be shared in the ratio of 60:40 among the faculty and the college respectively.

- The department should also acquire the dictionaries for Mathematics and Statistics and other subject worksheets and acquaint the students in conceptual understanding.

Date of Visit : 04.07.2019

Department of English, Department of Telugu, Department of Hindi & Department of Sanskrit:

- The faculty strength is as follows:

- English - 8
- Telugu - 3 (1 person belongs to superannuated category)
- Hindi - 2
- Sanskrit - 2 (1 person retired teacher from other college)

- None of the teachers possess Ph.D in the Department of English.

- Two teachers in Hindi and one teacher each in Telugu and Sanskrit possess Ph.D.

- The teachers need to be motivated for research and publications.

The Committee suggests the following:

- It is better to merge all language departments into one – Department of Languages.

- It is desirable for the entire English faculty to undergo Post Graduate Diploma in Teaching English (PGDTE) offered by EFLU, Hyderabad (One teacher – Smt.P.Adi Lakshmi Devi did this diploma already).

- The department of English may also explore organizing a structured course in "Communicative English" for senior citizens and housewives on Sundays to generate revenue to be shared among faculty and college.

- In order to promote vocabulary competency a central display provision may be made where in 10 words per day may be displayed along with meaning equivalent in Telugu and usage.

- More interactive collaborative efforts among all the language departments be explored in terms of seminars, workshops, translations, research work, etc.

- Students may be encouraged to buy – read and at the end of their courses donate atleast one book to support the requirement of building departmental library and to promote reading habit. The scheme may be named as – **"Buy One – Read one – Donate One Book Scheme".**

Department of Physics: **Date of Visit : 05.07.2019**

- The department of Physics right now has six faculty members on rolls. – out of this Smt.S.Harika is on long study leave and a new teacher appointed in her place, is yet to join.

- Dr.S.V.J.S.S.Rajesh (2019) possesses Ph.D and Smt.Y.Madhusmita did her M.Phil in (2003).

- Three teachers are active in publications – Mr.Harish Babu with 16 publications, Dr.S.V.J.S.S.Rajesh and Mr.N.Ramu with 5 publications each. Mr.N.Ramu is also at an advanced stage of Ph.D work.

- Examination results are good.

- The department has three labs. All the three labs are in a very bad shape. – Especially the dark room lab is being used as a store room for all scrap and garbage like materials.

- The Lab Assistant with B.A does not possess any knowledge of Physics. The Committee feels that a Lab Assistant with required background will be beneficial.

- The faculty also expressed that they need one more lab. All the labs need facelift.

- The faculty need to come up with projects of creating awareness on important areas of physics like discussion on satellites launched by ISRO.

Department of Electronics: **Date of Visit : 05.07.2019**

- The department of Electronics has five teachers on rolls. None of them possesses a doctorate. Smt.T.Sirisha is enrolled for Ph.D.

- The teachers have not gone beyond teaching – not even a single publication for the whole department.

- The department has three labs and all the three labs need to be given facelift and necessary modernization.

- The Committee suggested the faculty to go beyond teaching, organize programmes, organize workshops, seminars, publish papers and improve their research qualifications.

- The committee also suggested the department to explore the establishment of an electronics waste collection centre at the college and also creating awareness about disposal of electronic waste in the households and residential colonies surrounding the college. Assistance from Greater Visakha Municipal Corporation can be sought on this.

Department of Chemistry: **Date of Visit : 05.07.2019**

- The department of Chemistry has right now four faculty members on rolls and a new teacher appointed is yet to join.

- The department has four labs, relatively well organized in relation to Physics and Electronics.

- Two Lab Assistants are with 10^{th} Standard qualification. It is advisable to have more qualified personnel with necessary background.

- The faculty do not have any publications to their credit. Research orientation is also lacking. – However, Sri.Ch.Venkata Kishore, Head is registered for Ph.D.

- The best practices relate to organization of class seminars and also linking of meritorious students with below average students. There is satisfactory interaction between P.G and U.G chemistry departments.

- The Committee suggests that the teachers need to come up with publications and research orientation.

- The Committee suggested the faculty to explore the possibility of organizing a Science exhibition in association with P.G Chemistry on “Chemistry in Daily Life” for citizens of Vizag with special focus on housewives.

Date of Visit : 05.07.2019

Department of Social Sciences
(History, Economics, Public Administration, Geography, Travel & Tourism, Psychology, Journalism, Special Telugu, Foundation Course):

- The committee had interaction with the faculty present in all these courses.
- Some of the teachers are retired teachers (History – all the three - , and one teacher of Psychology is a part timer).
- Four teachers have doctorate – two in History one in Public Administration and one in Telugu).
- All these branches are coordinated by Sri.J.Lakshman Babu of Economics Faculty.
- Some best practices have been noted – organization of Mock Parliament in the month of December every year and association of Journalism faculty member with the publication of Campus newsletter.
- In general all the teachers have been indifferent to publication of papers.
- The Journalism department has good potential. It can explore offering UGC recognized Add-on courses for non-journalism students and working journalists.

The committee suggested the following:

- Along with Mock Parliament explore the possibility of organizing Mock Assembly and Mock GVMC Council meet.
- Explore the possibility of organizing coaching competitive examinations in association with other concerned faculty.
- Put in efforts in association with NSS / NCC / Gandhi Sevadal Volunteers and other students to take up cleaning activity in the campus and nearby areas for atleast one hour on every last Saturday of the month.

Date of Visit : 06.07.2019

Dr.Lankapalli Bullayya Junior College:

- Dr.Lankapalli Bullayya Junior College Arts Courses started in 1978 and Science courses started in 1994.

- Courses offered are MPC-English Medium – two sections; Bi.P.C English Medium, CEC English Medium and MEC English medium. The total students in first and second years as of today is 906. CEC Telugu Medium has been discontinued in 2018-19, since there was no demand.

- There are 24 faculty in all. Two of them are doctorates (Dr.G.Malathi in Telugu and Dr.E.Nirmala in Zoology- One Teacher Sri.C.V.N.Ravi Kumar of Economics, who retired as Principal of the college is associated).

- Almost all the teachers concentrate on teaching with no motivation for publications except Smt.R.Madhuri of Botany claiming two publications.

- Dr.Lankapalli Bullayya Junior College is one of the popular colleges in the city, Parents and students preferring admission relative to other colleges.

- Teachers seem to be taking pride working here and desirous of getting a good name to the college.

- Some of the best practices are - monitoring attendance of students in the class, conduct of track examinations, organizing prescribed practicals and completing the syllabus coverage well before the schedule of examinations, parents are informed of the inactive students and necessary remedial measures are initiated. Right now none of the teachers is engaged in tuitions at home. Consequent to all these best practices, the Committee is happy to find that the examination results are good.

- The Committee felt that taking an effective class for 120 students is difficult without a collar mike provision to the teacher. The Committee recommends necessary audio system be provided at least in such classes on an immediate basis.

- All floors in Block – 3 - classrooms, labs, lobby need to be modernised with tile work.

- There seem to be lot of waste material kept in library room, labs and even in lobby which need to be moved away to a specially arranged such place and take action for disposing it as scrap as per rules.

- **The library of Junior College cannot be called as a library**, since dusting is not done and there is no facility either for faculty or for students to use it. Maintenance has to be improved along with a good layout and some space too.

- The Committee's interaction with all the faculty led to an important suggestions from this committee that **the college can think of initiating a special batch of identified meritorious students for additional coaching as is being done in the so-called Corporate Colleges with or without charging any additional fee.** Some of the faculty members of Maths, Physics, and Chemistry welcomed the idea and expressed their willingness and put in some sacrifice of extra work in this direction, with or without extra payment for it.The Management may explore its possibility with all the necessary infrastructure and additional faculty if required along with the services of a Psychologist and an attender.

Date of Visit : 06.07.2019

Centre for Research Studies:

- The Centre for Research Studies started in 2008. The departments of Microbiology and Management have been recognized as Research Centres. One Ph.D and four M.Phils have been awarded in Microbiology so far.

- The Department of Management recognized in 2014 is still awaiting allotment of candidates from Andhra University.

- Department of English applied for recognition, yet to hear from University.

- The Centre is headed by Dr.K.V.S.Patnaik on honorary basis.

- The Committee felt that the Research Centre needs to become active and vibrant inducting initiatives like gathering information from various funding agencies and disseminating the same to the respective departments to promote research culture.

- The Research Centre should really become a Resource Centre.

- The collaborative efforts with industry should really result in MOUs which is yet to take a shape.

- The Research Committee needs to be strengthened, nominating the really motivated and capable faculty, with doctoral qualifications.

Date of Visit : 06.07.2019

INTERNAL QUALITY ASSURANCE CELL (IQAC):

- Dr.Lankapalli Bullayya College is accredited by NAAC with "A" grade in 2016, yet to fulfil the full requirements of NAAC.
- It is understood that the IQAC Committee formed earlier ceased to function.
- The Committee recommends immediate constitution of IQAC Committee following strictly the norms of NAAC.
- However the Committee has been informed that Annual Quality Assurance Reports (AQAR) have been sent.
- The IQAC Committee thus formed should actively work along with the Centre for Research Studies and also all academic departments and conduct quarterly meetings, maintaining records.

Date of Visit : 06.07.2019

LIBRARY :

- All the three colleges have adequate libraries headed by qualified librarians and assisted by supporting staff.

- All the libraries need to go for automation as per the norms of NAAC.

- The number of users - students and faculty - is at a minimum level. Steps need to be initiated to encourage students making effective use of the library facility. Prizes for active users of the library be thought of. If more number of faculty make it a habit to visit the library, students do follow.

- Specific competitive examination oriented books be added in the libraries, to facilitate utilization of books for career prospects.

- While the faculty and students may be encouraged to use the digital library developed by SIDAR, a low-end digital library may also be added to the P.G library.

- The Committee suggests to introduce “Earn while you Learn” scheme for intending students on voluntary basis to assist the library in different library services.

Date of Visit : 08.07.2019

Department of Skill Development Centre:

- The Committee is happy to note that Dr.Lankapalli Bullayya Colleges thought of a unique programme – Skill Development Centre (SDC), providing additional inputs over and above the curriculum prescribed by the University.

- Started in 2011 the Centre is concentrating on additional inputs. With the introduction of Communication and Soft Skills subject from 2015-16 by the University, the centre is also entrusted with that work also.

- The faculty strength right now is 18;. coordinated by Dr.V.Radha Devi as Assistant Dean, all the faculty are engaged in taking 20 to 24 hours per week in the regular timetable itself.

- Additional faculty hands in the areas of Psychology, Mathematics and Philosophy with particular emphasis on Ethics need to be added.

- Since the SDC is taking the classes as part of the time table for almost all the students, special focus is not laid on the students based on an aptitude test.

- The present interaction of the SDC with the Training & Placement Cell needs to be strengthened.

- Industry specific training efforts need to be addressed.

- The Committee felt SDC faculty cannot be effective addressing a class of 60 – 100 students.

- The training to students for competitive examinations based on notification specific also can be considered.

- Mentoring in the real sense can be assigned to this SDC unit.

- In the light of the discussions, the Committee offered to the Coordinator to sit back again and requested her to have internal discussion among themselves and come up with a detailed plan for improving its present work.

- The Committee felt inputs from Prof.K.C.Reddy, who chaired Skill Development at the Andhra Pradesh State Level will also be useful when once the SDC comes with their proposals.

- The Committee also felt that SDC can be assigned the role of managing all the concerned activities of an active Alumni association to be formally registered.

Date of Visit : 08.07.2019

Training and Placements Cell:

- Started in 2010. The Training and Placements wing consists of three Placement Officers - one with Computer Science background, one with Chemistry and the other with Management background. None of them possesses industry experience.

- The placement activity -2018 resulted in 315 selections by 35 companies belonging to different areas.

- The minimum and maximum salary were Rs.1.4lakh to Rs.4 lakhs respectively. Given the number of students passing out of the college at about 2000 per year, the placement activity is not impressive.

The Committee suggests:

- The Placement Cell needs to be strengthened by recruiting a candidate with industry experience or by associating retired industry professionals on part time basis.

- The placement cell needs to build up an industry directory – Local, State and National level for necessary full information to the Cell as well as to the students.

- The Placement Cell needs to explore having as many as MOUs as possible atleast with the Local and State level industries for possible interactions and increased placements.

Date of Visit : 08.07.2019

Sports, NCC & NSS:

SPORTS:

- Dr. Lankapalli Bullayya College is proud to have special place in the field of sports in the Universities and Andhra Pradesh with many students getting recognition and winning shields / cups in different sports – Cricket, volleyball, Basketball, Weight Lifting, Football, Khokho, Kabaddi, Archery, etc., over the years on a continuing basis.

- The college has a spacious sports ground and also necessary infrastructure for almost all the sports.

- The college has tie up with GVMC and Railways for use of swimming pool and other infrastructure.

- As many as 500 students which includes more than 150 women actively participate in all sports during 6.30 to 8.30 in the morning and 3.30 to 6.30 in the evening.

- The college offers more than 250 fee concessions to meritorious students in sports.

- As many as eight coaches (part time) support the three Physical Directors including one woman Physical Director.

- Many events are conducted.

- Participants in Sports events are given attendance, remedial courses organized for the loss of the regular classes and even rescheduling of internal examinations suiting their convenience.

While the committee complements the people concerned with the sports, the following suggestions are made-

- Since the college does not offer any courses in sports as such, can we call it as Department of Physical Education? The Management can rename it suitably. The Management can name this as "Centre for Physical Education".

- While sponsorships and charities are obtained, the Management has to apply to the UGC and Ministry of Sports both at State and Central Governments for necessary funding for different sports infrastructure and events.

- Sports events between students Vs faculty and students Vs supporting staff can be thought of.

NCC :

- Dr.Lankapalli Bullayya College has five NCC units in Navy, Army and Air wing coordinated by five teachers, well qualified in the concerned areas.

- There are two exclusive units for girls.

- A total of about 350 students are enrolled in NCC. One third of them securing “C” certificate and about four to five students selected every year for Republic Day Parade.

NSS:

- There are two NSS units each one having enrolment of 80 – 20 percent of them are women.

- The Committee suggests organization of considerable extension activity inside the campus as well as in the surrounding areas with the help of all the campus students, lead taken by the NSS & NCC units.

Date of Visit : 10.07.2019

Electronics and Communications Engineering:

- The department of Electronics and Communication Engineering (ECE) started in 2010 has 18 faculty members on rolls including a retired Professor of Andhra University (Prof.K.V.V.Satyanarayana Reddy). Among the other 17, Dr.Solmon J.V.Gotham present Head of the Department only possesses Ph.D, others are not even pursuing Ph.D right now.

- In terms of publication, only four teachers are active with just two publications each to their credit.

- The department has five labs with adequate equipment useful for teaching assisted by three technicians, qualified with Diploma in Electronics.

- Placement of students is not effective by the fact that only three students got selected, that too on their own by TCS. There seem to be no proper cooperative and collaborative effort between this department and the placement cell.

- The department is confident of facing NBA accreditation process in the year 2022.

- Fifty students in 2018 had the privilege of obtaining NPTEL course certificate motivated by the faculty.

The Committee suggests the following-

- The faculty need to be motivated to go beyond teaching and focus on applicational aspects and identification of probable employers.

- Explore the possibility of going for project works at least in the local industry.

- The department has to prepare a directory of companies in the area of Electronics and Communication Engineering located in Hyderabad, Chennai and Bangalore with active involvement of at least three identified faculty members and collaborative effort with the Placement Cell for securing more placements to the students.

- The department is to be provided with a bigger classroom to accommodate more students in place of room no.CT-3 in the top floor of block-7, since the students are facing difficulty in getting accommodated comfortably.

- The department can also organize popular socially relevant research surveys on the bad effects of the reckless use of advanced technology.

Date of Visit : 10.07.2019

Computer Science Engineering:

- The department of Computer Science Engineering started in 2010 has 20 faculty members on rolls including Mrs.P.Sridevi on long leave and Ms.K.Sowjanya, recently appointed but yet to join.

- Only three teachers – Prof.D.Madhavi, Dr.G.Vamsi Krishna and K.Somya have a few publications to their credit.

- The department has four labs consisting of a total of 180 systems (including 36 of them used by Civil Engineering).

- The department uses Open Source Software as per the policy of the College.

- The placement activity is not impressive since only a handful got placements through the Placement Cell and about 30 got on their own.

- Five faculty members have learnt a modern computer language "Python" and four faculty have become members of Computer Society of India.

- The department has the practice of promoting group project work encouraging individual participants to learn the technique involved resulting in good project works.

- The department has satisfactory linkage with some companies and encourage students to go for some startup projects.

- The departments' students are a part of Campus Connect Programme conducted recently.

- The department conducts faculty meetings twice in a month.

The committee suggests the following-

- The Computer student ratio be enhanced (presently 150 systems for a total of 522 students).

- Explore the possibility of making all students having their own laptop as a compulsory requirement.

- Associate more number of faculty with the work of updating college website (presently only K.Vijay is associated).

- It is beneficial to send three faculty members every year for special training in hardware for short term courses so that over a period of 4 – 5 years all the faculty will be trained in hardware.

- The department can organize a basic computer literacy short term course for house wives around the surrounding areas of the college. Mothers of 522 students are a good catchment.

- All faculty members be encouraged to become members of the Computer Society of India.

- The faculty may establish working relationship with neighbouring software companies – Tech Mahindra and Wipro for mutual benefit.

Date of Visit : 11.07.2019

Basic Sciences and Humanities (BSH):

- The department of Basic Sciences and Humanities consists of 13 faculty members right now – English – 3, Maths – 3, Physics – 3, Chemistry – 3 and Science Technology and Development – 1. Prof.K.Venkateswarlu of Maths is on long leave for two years re-joining on 15th July, 2019. With his re-joining, eight faculty have Ph.D qualification.

- The department has labs in concerned subjects – Physics, Chemistry and English language.

- In terms of publications there are three teachers with 10 papers to their credit – three teachers with five papers each and three teachers with two each.

- The department is aware that they have to provide the basic foundation in Maths, Sciences and Communicative English to the Engineering students.

While the Committee appreciates their role, suggests the following initiatives:

- Faculty to focus on value addition beyond prescribed curriculum.

- New skills like Higher Order Thinking may be contemplated including Ethics, Morals, Values and other necessary attitudinal skills.

- The English faculty may also explore organizing a workshop on language acquisition through theatre.

- Inculcate interest among the students to know about Great Engineers, Ethical Engineers and Women Engineers in India and abroad by preparing the biographical sketches of such people. The Final year students may be associated with this work.

Date of Visit : 11.07.2019

Civil Engineering (CE):

- The department of Civil Engineering consists of 12 faculty members (including one retired professor from Andhra University – Prof.P.Satyanarayana).

- Of all the 12 teachers – one teacher Prof.G.T.Naidu possesses Ph.D (joined as Head of the Department on 8th July, 2019). Among the others, six faculty members are pursuing their Ph.D.

- In terms of publications they have just started – some of them having one or two papers excepting the new entrant Prof.G.T.Naidu having 15 publications. Ms.A.Harshitha, M.Tech from Andhra University pursuing Ph.D possesses diversified qualifications including M.A (Psy) and P.G.Diploma in a related subject, with six publications to her credit.

- Ms.Ch. Shilpa is assigned additional responsibility as Campus Engineer in the colleges.

- The Placements of students are not impressive in that only three to four are through campus selection and about 20 students on their own in private civil contracting events.

- The department is planning to have student chapters for fire services and also ISTE.

- The department has seven labs and one workshop with adequate infrastructure assisted by three personnel (one with diploma and the other two with relevant experience).

The Committee suggests the following:

- The faculty may discuss on the requirements needed to become an autonomous college.

- Ms.Ch.Shilpa has been requested to prepare a comprehensive proposal for installation of lifts for all the nine blocks with all details of estimated cost and technical aspects to be considered by the Management to have them in stages over a few years.

- The faculty has been asked to focus on innovative civil constructions like concept of green buildings and multi-level apartments like nearby Oxygen towers of Lansum properties.

- The department may also be in touch with the GVMC to explore partnership in its various civil construction works

- As value addition, a certificate course in ‘Interior Decoration’ for interested students may be thought of to be offered on Sundays at a nominal fee. Fees thus collected be considered as consultancy Revenue of the department to be shared among the concerned faculty and the college in the ratio of 60:40 respectively.

Date of Visit : 11.07.2019

Electrical and Electronics Engineering (EEE):

- The department has right now seven teachers including the Principal, Dr.D.Deepak Chowdary. Ms.S.Varalakshmi appointed in place of Mrs.Manisha Mondal (who resigned recently) is yet to join.

- The Principal possesses Ph.D and the Head of the Department Mr.G.Anand submitted his Ph.D thesis to Andhra University recently.

- The department has seven labs assisted by two technicians, who are qualified Diploma holders.

- The faculty is active in publications and attending conferences.

- The department has developed as a part of their incubation and innovation a solar car one year ago. They have proposed to develop an innovative electrical cycle and LED bulbs.

- Some of the faculty members are also involved in attending to the teaching workload of the sister departments.

- The Placement activity is almost nil excepting that 8 students got placements on their own in 2017.

- The faculty informed the committee that they need about Rs.30,00,000/- additional investment for labs to enable them to go for offering M.Tech courses.

- The department is in-charge of maintaining the power facility for campus. The department is also part of the team for considering the proposal of installation of solar power plant on the campus.

The Committee suggests the following:

- Explore the possibility of having a student club – "Energy saving Awareness Club" with the main objective of developing and creating awareness on "Energy Efficiency". (The department is already associated with a voluntary organization GREEN 9 in this regard).

- The department may prepare a list of potential employer companies and work in coordination with Placement Cell and network with the companies for two-way visits.

- The department may also prepare a detailed plan of power back up for the whole campus for consideration of the Management.

INTERACTIONS WITH HEADS OF INSTITUTIONS AND OTHER ADMINISTRATIVE FUNCTIONARIES

Date of Meeting: 12.07.2019

Conference Hall, Block – 4, 09:30 am

- The Committee had interactions with 13 persons consisting of Principals / Vice-Principals / Assistant Principal / Deans / Asst. Deans and Administrative Officers.
- Smt. N. Swarnalatha, Principal, Junior College and Sri Riaz mohammad, Dean, UG college were on leave. Of the 15 functionaries 9 persons are in service and 6 are retired – all from LB colleges.
- The Committee had discussions on several Academic and Administrative issues based on the interactions with all the faculty so far.
- The consensus arrived on the issues is as follows:
    - The Closure time of all the colleges be changed from 04:20 pm to 04:15 pm, keeping the reporting time in the morning as usual.
    - There is need for preparation of a long term Vision Plan
    - Aided college status of UG & Junior college be continued, as it is beneficial in respect of Image & also for positive consideration for seeking funding.
    - It is desirable to continue the Engineering college as Women's Engg. College rather than go for a Co-educational college.
    - Efforts should be in place to offer innovative and useful courses in the area of "Interior Design", "Food and Nutrition" etc. as value addition courses.
    - Explore the possibility of offering M.Tech. Courses at least in 2 departments in Computer Science and ECE.
    - Motivate all Teachers for Publications & Promotion of Research. The Centre for Research studies needs to be strengthened on Multi-disciplinary approach.
    - Steps be initiated to make optimum utilization of the Library & Other Infra-structure.
    - All Departments to be directed to hold faculty meetings ONCE in a month, record the Minutes in a register. So also the Principals have to conduct the monthly meetings of HOD's formally maintaining proper minutes. The copies of minutes be communicated within 2 days of such meetings to the Secretary & Correspondent for appropriate action.
    - A clear cut consultancy policy be framed encouraging consultancy of the faculty. The Net Consultancy Revenue after meeting the concerned

expenses be shared among the faculty and the college in the ratio of 60:40 respectively.

- A Scheme called “Wealth from Waste” be designed through which all un-used equipment, furniture and other materials be collected and kept in a Lumbar room. Useful items, if necessary with minor repair, be recycled. Other useless materials be disposed off as a scrap as per norms.
- A Suggestion box in every Block be kept displaying on it that the box will be opened every Fortnight. A Committee consisting of 1 Senior Faculty member, One from Supporting staff and 2 students be constituted. The Committee is to open the Boxes as per schedule and the suggestions and complaints be recorded in a register maintained for the purpose and monitored. The best suggestion be also given an Award.
- It is desirable to display that Ragging is strictly prohibited in all Blocks.\
- Steps be initiated for forming departmental Alumni Associations and formal Registration of the Campus level Alumni Association and organize Annual Alumni meet on a specific notified day uniformly every year. Steps be initiated for tapping Alumni support for Teaching, Extension Lectures, Internships / Placements / Contributions, etc.,
- Necessary steps needed for strengthening the Placement cell in all respects.
- A critical review is needed in relation to the effectiveness of Skill Development Centre in terms of its usefulness and impact.
- There is a need for consolidating and improving the present Standard Operating Procedure (SOP) and preparing a formal statues / Administration manual.
- “Earn While You Learn” scheme be launched selectively in some areas –library management, lab maintenance, gardening area, where students can be involved by paying nominal compensation. A provision for this be made in the Budget.
- It is desirable to name the 9 blocks by Rivers instead of the Numbers.
- It is better for consolidation of all the present courses along with offering value addition courses instead of new colleges / new departments / new courses.
- Student cultural clubs in all the colleges be formed and cultural events be organized at campus level.
- Explore the possibility of a big ‘Waiting Room’ for all the women students of all the colleges with all amenities at the campus level to promote inter-disciplinary interaction.
- Explore the possibility of an expanded canteen facility / an additional canteen facility, possibly with diversified menu at economical prices.
- Desirable to have a big Auditorium with possible cellar parking.

- Creating endowments in the name of Founder members with support from their family members and well-wishers.

- Encourage Creativity and Innovation among faculty and students by way of organizing ‘An Innovation Day’ once a year.
- The Committee is pleased to note the appreciative attitude of the administrators and the faculty towards the management for its positive response on all matters like encashment of un-utilized leave, payment of salaries on time, even in times of cash crunch with overdrafts from banks, interest free loans, provision of extra-ordinary leave in times of emergency, Fee concession for children of all employees, medical insurance, etc.,

Annexure -1

A brief note on Dr.Lankapalli Bullayya Colleges

A familiar name for the residents of Visakhapatnam, Dr.Lankapalli Bullayya College is located in the heart of the city on the road leading to Seethammadhara from Rama Talkies movie theatre junction. Flanked by other important neighbouring institutions such as Swarnabharathi stadium, Tech-Mahindra and Wipro, the college campus is spread over an area of 10 acres having a total of 11 buildings of over 400,000 Sq.Ft with a playground and sports facility. It is hosting three colleges offering various programs of junior, undergraduate and post graduate levels in the areas of Arts, Sciences, Commerce, Management and Engineering College was named in honour of Dr. Lankapalli Bullayya, a great educationist, the first dalit Vice-Chancellor of India who served Andhra University.

Inception:

The Society for Collegiate Education, parent body of the colleges was formed under societies act on 12th November 1973 by Sri.K.Jaya Bharat Reddy, I.A.S., then district collector as President, Prof.K.V.Sivayya as Secretary, Dr.M.Gopalakrishna Reddy, the then Registrar of Andhra University, as Treasurer, Eminent academics like Prof.B.R.Rao, former UGC Vice-Chairman and MP, former AU Engineering College principals Prof.T.Venugopala Rao and Prof.C.Chiranjeevi, service oriented citizens like Sri.M.Varahalu Chetty, Sri.B.Obul Reddy, businessmen like Sri.K.Pattabhi Rama Reddy, Sri.K.Jaganmohan Rao, Sri.K.Sriram Murty were founder members. Prominent industrialist Sri.V.B.V.Reddy served as President for many years.

Institutions:

The Society manages three institutions. Dr.Lankapalli Bullayya College offering UG and PG programs in Arts, Sciences, Commerce and Management hosting nearly 5000 students. Dr.Lankapalli Bullayya Junior college offers Intermediate education in Arts and Science groups with nearly 1200 students. Dr.Lankapalli Bullayya College of Engineering for Women offers degree programmes in Computer Science, Electronics, Electrical and Civil Engineering with student strength of 1500. Campus has a combined student strength of over 7500 and is supported by 400 teaching faculty and non-teaching staff.

Governance:

An advisory council guides our policy matters and future directions. Former Chief Secretary of AP, Mr.Ajeya Kallam, Former DGP, Sri.C.Anjaneya Reddy, Eminent academics success as Prof.Y.C.Simhadri, Prof.Prasanna Kumar, Prof.V.S.R.K.Prasad, prominent citizens of Vizag Dr.S.Vijya Kumar, Dr.S.V.Adinaryana Rao, Sri.V.Sitaramayya are on the Advisory Council.

Current Managing Committee, having regulatory responsibility of the Society, has Prof.K.C.Reddy, former Chairman Andhra Pradesh Council for Higher Education and Advisor to Government as President, G.Madhau Kumar as Secretary, Promoter of Institutions of Arts and Culture, Sri.G.R.K.Prasad as Treasurer, two former Vice Chancellors, Prof.G.Subrahmanyam, Prof.V.Balamohan Das and eminent citizen Sri.A.V.R.K.Kumar as members. Founder President Sri.K.Jaya Bharat Reddy, now retired as Chief Secretary of Government of Andhra Pradesh consented to continue as Honorary President.

Each college has its own governing body having the statutory responsibility to run the college as per regulations. Apart from the above managing committee members and members of society, several former Vice-Chancellors, eminent academics and other prominent citizens along with nominees representing government, Andhra University are serving the governing bodies to take care of administration.

Academics:

We are affiliated to the Board of Intermediate Education, Andhra Pradesh, Andhra University, AICTE and UGC and are regulated by the syllabus, rules and regulations of these bodies. However, to keep in line with changing needs of employment markets and emerging developments, we maintain a skill development centre which trains people in general areas such as English communication skills, personality development, public speaking and abilities to face outside world. In addition, domain specific skills in business management, computer languages and other knowledge areas are given a thrust in addition to the standard curriculum. Students are involved in reading business and scientific developments by exposing themselves to newspapers and magazines including Harvard Business Review, nature and discussing them through seminar sessions. Special add-on courses are designed and implemented in-house by faculty to take care of the needs beyond curriculum.

Placement:
A career guidance and placement cell coordinates with business and industry to take care of employment opportunities for students. Tie-ups for recruitment with local and other establishments are in place and college is a preferred location for common pool placement drives of prominent companies thus serving all city colleges.

Research:
In a moderate way, research is undertaken in various fields in general and through AU recognised research centres authorised to admit research students. In the field of microbiology, college has produced one Ph.D and four M.Phils, other departments of life sciences, Chemistry, English, Business Management, and Engineering are gearing up to engage in active research. Many faculty members have papers published in reputed journals and made presentations at professional seminars.

Co-curricular and Extra-Curricular Activities:
Sports and other activities are an integral part of the colleges. College has over 600 sports achievers who bring medals and cups at District, Inter-university, State and National levels. Most university championships are held by our college students.

There are two NSS units. We have Five NCC units, Army, Navy, Air force and Medical units for boys and girls. In addition, various clubs and associations for different activities and hobbies are functioning in the campus enabling students to have an outlet for their creativity. A campus newsletter is produced every month with the help of staff and student volunteers and distributed to all students on campus.

Accreditation:
NAAC has accredited Dr.Lankapalli Bullayya College with an "A" grade. Engineering streams are gearing up for NAAC and NBA accreditation. Balancing academics, sports and extra-curricular activities, our students are performing well with achievements in multiple areas.

Finance Model:
The college gets a small grant from the Government of Andhra Pradesh in the form of salaries to a few staff members recruited more than 25 years ago. Majority of the courses are unaided, expenditure and salaries are met from student fees. Society Management has fixed low fees structure to enable access to urban middle class and poor. No remunerations are drawn by anyone in the management and a strict not-for-profit basis with a transparent mechanism is maintained with all transactions made through bank. The challenge currently is to maintain good remuneration structure to staff without charging higher fees from students.

Future Directions:
Infrastructure:
We shall build necessary additional infrastructure with adequate facilities for all activities. A sports stadium and an air-conditioned indoor auditorium shall be built to facilitate student activities. The current playground and sports facility shall be maintained and enhanced. Energy conservation measures will be adopted and a solar power generating system shall be employed.

Academic Independence:
Colleges shall take up the route to autonomous status in order to enable faculty to design and implement new programs, novel techniques and adopt the campus to the emerging world-wide trends.

A designed methodology will be adopted to bring a balanced approach towards achieving the objectives of education. The primary objective is set to adopt a broad based study approach to develop thinking, open minded pursuit of knowledge and broaden one's horizons. Equal emphasis shall be laid to impart necessary skills and practical methods to the students for pursuing paths of profitable employment. Students will be encouraged to develop the ability to choose a life style consciously for fitness of body and mind without being influenced unduly by external forces and social media in order to realise their innate potential. We shall strive to create an atmosphere of learning with emphasis on healthy competition avoiding unsustainable stressful methods for students. A cooperative atmosphere leading to a sense of service to society and enlightened self-fulfilment shall be encouraged.

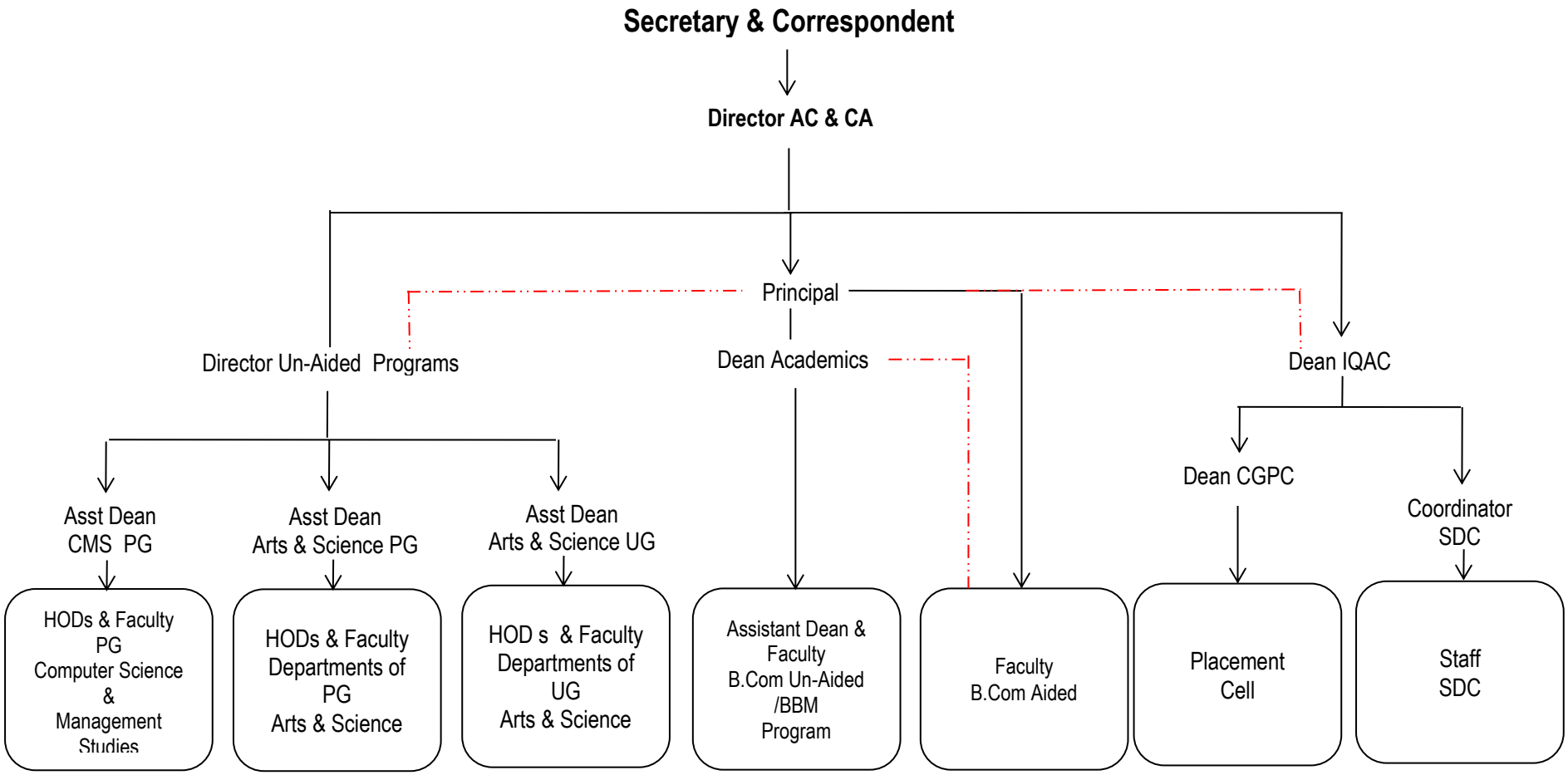
Education as Service:
A conscious decision was made to adopt a policy of bringing quality education to all sections of society and keeping the access open by adopting a low fee structure model. Financial resources shall be raised by other

means in order to support the activities and staff remunerations. Dependence on government funding not being an option for future, we shall build a corpus fund by way of support from members of the Society, alumni and corporate help. An attempt shall be made to raise income by leveraging the talent available in the college for extending consultancy and education services to the city and beyond.

Members of the society, faculty, staff and students are proud to be associated with Bullayya colleges and are greatly motivated by the exciting possibility of making our institutions attain a superior level and contribute to the knowledge requirements and prosperity of the region of Visakhapatnam.

Annexure - 2

Organization Chart



Annexure – 3

NOTE PRESENTED BY THE DIRECTOR ON ADMINISTRATION STRUCTURE

The administration structure is designed to suit our aim to make campus colleges independently handle their academics and administration through participative management.
Committees

At college level, Committees are constituted to involve teachers for discussions and suggestions on various academic and administrative matters. All Committees are guided by Standard Operating Procedures (SOPs). Principal is empowered to regulate the working of committees and to make decisions.

At campus level few more committees are working to handle campus related matters such as policy guidelines, construction activities, power, water, Roads, campus Greenery, sanitation & hygiene, etc,.

Committees at Colleges Level

Department Administration Committee, College Administration Committee, College Purchases Committee and College Maintenance Committee. These committees identify and study the issues, discuss and share their views and record the proceedings for submission to principals who are authorized to make decides or present the case to the appropriate committee at campus level for approvals.

Committees at Campus Level

Campus Administration Committee , Campus Maintenance Committee and Campus Infrastructure Committee. These Committees are chaired by the S&C.
Other members are the Director, principals and relevant senior functionaries on the campus.

Annexure – 4

NOTE PRESENTED BY THE DIRECTOR RECRUITMENT POLICY AND PROCESS

Preamble

The college has been recruiting teachers for Aided positions and Unaided positions. Recruitments for aided positions were conducted as per Government norms, that include presence of Government representative and university representative on the interview committee along with others. All such appointments were, subsequently, cleared by the Government auditors. At present aided appointments are stopped by Government.

The appointments for unaided positions also were made as per university prescribed norms that include university representative on the interviews committee along with others.

However for the past few years, University representatives were not present on the interview committees as it is mandated to subsequently ratify all the appointments by a Ratification Committee headed by the Vice Chancellor .

Ever since, internal interview committees are recruiting teachers subject to ratification by the university.

Policy

The aim of our recruitment policy is to employ the best possible talent from the available applicants through a transparent process.

Present Recruitment Process

Ever since university discontinued to nominate its representatives for interviews committees, we designed a process to suit our needs. We designed two stages. Interviews. Preliminary interviews and final interviews.

Preliminary Interviews

We have a practice of accepting applications for jobs, irrespective of our requirements and maintain a pool of applications for use . Whenever the need arise for recruitment, we pick up the he applications from the pool and conduct preliminary interviews . We also accept applications received on the spot.

The preliminary interviews committee members are - principal, Vice-principal, Assistant Dean and Head of the Department (subject expert) and a senior faculty member with expertise in conducting interviews. The committee on completion of interviews, records the minutes with names of candidates shortlisted and signed by all the members of the committee.

Final Interviews

The Final interviews committee calls the candidates short listed in the Preliminary interviews for the final round. This committee is chaired by the S&C and other members are the Director, principal, Vice Principal, Assistant Dean, subject expert on the campus and Head of the Department. The Committee on completion of interviews, records the minutes o with names of candidates recommended for selection and signed by all the members of the Committee.

Employment Contract

All the candidates finally selected by interview committees are apprised of their entitlements. Letter of Offer is served to the candidate if he/she is willing to join the college and in return the Letter of Acceptance is collected from the candidate and filed. Subsequently, a Letter of Appointment is served at the time of joining the college. At the same time an employment contract is signed by the employee.

Governing Body Approval

The recruitments made are placed before the Governing Body for approval.

ADDITIONAL INFORMATION

Our scales of pay, though far ahead of many private colleges, are not attractive for talented teachers.

Advertisements in newspapers inviting applications is for jobs did not yield any result in the past. On the other hand it is expensive.

Andhra University is insisting on ratification of appointments even though its representative is present on the Interview Committee. Hence our recruitment process is more focused on content than the cover.

Annexure – 5

List of Heads of the Institutions

1. Dr.G.S.K.Chakravarty, Principal I/c, Dr.Lankapalli Bullayya College.
2. Dr.R.V.H.Srikanth, Vice Principal, Dr.Lankapalli Bullayya College .
3. Sri.A.DhanaRaj, Asst.Principal, Dr.Lankapalli Bullayya College.
4. Smt.N.Swarnalatha, Principal, Dr.Lankapalli Bullayya Junior College**.(On long leave)**
5. Sri.D.Kameswara Rao, Vice-Principal, Dr.Lankapalli Bullayya Junior College.
6. Prof.D.Deepak Chowdary, Principal, Dr.Lankapalli Bullayya College of Engg. For Women
7. Sri.S.M.Rahaman, Vice – Principal, Dr.Lankapalli Bullayya College of Engg. For Women
8. Sri.Riaz Mohammed, Dean, UG, Dr.Lankapalli Bullayya College
9. Dr.K.V.L.Purushotham, Dean, Admn, Dr.Lankapalli Bullayya College
10. Sri.H.Ranganaikulu, Asst.Dean, Commerce & Management, Dr.Lankapalli Bullayya College.
11. Dr.G.Ganga Raju, Asst.Dean, Arts & Science Courses (UG), Dr.Lankapalli Bullayya College.
12. Sri.N.Sridhar, Asst.Dean, Placement Cell & Student Affairs, Dr.Lankapalli Bullayya College.
13. Smt.U.Padma Mohan, Asst.Dean, Projects, Dr.Lankapalli Bullayya College.
14. Dr.V.Radha Devi, Asst.Dean, SDC, Dr.Lankapalli Bullayya College.
15. Sri.S.Hari Krishna, Administrative Officer, Dr.Lankapalli Bullayya College.
16. Sri.E.S.S.Prabhakar, The Accounts Officer, Dr.Lankapalli Bullayya College.
17. Sri.B.Sudheer Kumar, Placement Officer, Dr.Lankapalli Bullayya College.
18. Sri.K.Rajasekhar Reddy, Placement Officer, Dr.Lankapalli Bullayya College
19. Sri.B.Srinivas Reddy, Coordinator, Commerce, (UG), Dr.Lankapalli Bullayya College.
20. Sri.Ch.Venkata Kishore, Coordinator, Sciences (UG), Dr.Lankapalli Bullayya College.
21. Sri.J.Lakshman Babu, Coordinator, Arts (UG), Dr.Lankapalli Bullayya College.
22. Sri.N.K.Mahesh, Coordinator, Management (UG), Dr.Lankapalli Bullayya College.

Annexure – 6

Dr. LANKAPALLI BULLAYYA COLLEGE : VISAKHAPATNAM

LIST OF TEACHING STAFF - P.G & U.G

College Sl.No	Dept.Sl.No	FACULTY NAME	DEPT NAME	Designation
1.	1	Dr. K. SURI BABU	M.Sc. MicroBiology	Head
2.	2	Dr. M. SHASHI PRABHA	M.Sc. MicroBiology	
3.	3	Sri.J.GANESH	M.Sc. MicroBiology	
4.	4	Ms.SRILAKSHMI BALAKRISHNAN	M.Sc. MicroBiology	
5.	1	Dr. S. SHARMILA BEGUM	M.Sc. BioTechnology	Head
6.	2	Dr.K.BEULAH	M.Sc. BioTechnology	
7.	3	Dr.K.BHAGYA LAKSHMI JYOTHI	M.Sc. BioTechnology	
8.	4	Dr. S. LAKSHMI	M.Sc. BioTechnology	
9.	5	Smt.G. LAVANYA	M.Sc. BioTechnology	
10.	1	Dr. G. V. SHAKUNTALA	M.Sc. BioChemistry	Head
11.	2	Smt. M. SUNITA	M.Sc. BioChemistry	
12.	3	Smt. R. SWAPNA	M.Sc. BioChemistry	
13.	4	Dr. K. GEETHA	M.Sc. BioChemistry	
14.	1	Smt. V. SUBBALAKSHMI	M.Sc. O.C	Head
15.	2	Sri. B. SUDHEER KUMAR	M.Sc. O.C	
16.	3	Dr. D. MALLIKA	M.Sc. O.C	
17.	4	Smt. V. PHANI KUMARI	M.Sc. O.C	
18.	5	Ms K. ANANTHA LAKSHMI	M.Sc. O.C	
19.	6	Smt. S. GAYATRI	M.Sc. O.C	
20.	7	Ms. N. SIREESHA	M.Sc. A C	
21.	8	Ms K.V.S. SARANYA	M.Sc. A C	

22.	9	Ms.Y.TRIVENI	M.Sc. A C	
23.	1	Mr.G.SATYANARAYANA	M.A./M.Sc. Mathematics	Head
24.	2	Sri.B. RAMA KRISHNA	M.A./M.Sc. Mathematics	
25.	3	Sri. G. RAVI KUMAR	M.A./M.Sc. Mathematics	
26.	4	Ms P.RAJESWARI	M.A./M.Sc. Mathematics	
27.	1	Dr. K. SURELA RAJ	M.A. English	Head
28.	2	Sri. G. SATYA PRAVEEN	M.A. English	
29.	3	Dr. S.S.V.N.SAKUNTALA	M.A. English	
30.	4	Ms. N. PHANI POOJA	M.A. English	
31.	1	Sri. A. DHANRAJ	MHRM	Head
32.	2	Dr. G. VENKATA RAO	MHRM	
33.	3	Mrs. K. INDIRA PRIYA DARSHANI	MHRM	
34.	4	Sri. N. SUNIL KUMAR	MHRM	
35.	1	Sri. M.A.PRASAD	MCA	Head
36.	2	Smt. U.PADMA MOHAN	MCA	
37.	3	Sir. N.SRIDHAR	MCA	
38.	4	Sri. S.RAVI PRASAD	MCA	
39.	5	Smt. K.ARUNA BHAVANI	MCA	
40.	6	Sri. S.SATHEESWARA REDDY	MCA	
41.	7	Smt. P. ASHA	MCA	
42.	8	Sri.T.S.S.J.HARANATH	MCA	
43.	9	Mr. V. SATEESH	MCA	
44.	10	Smt. Ch. SRILATHA	MCA	
45.	11	Smt. B.V.P. LATHA	MCA	
46.	12	Sri. T.S.SIVA RAMAYYA	MCA	
47.	13	Smt. T.MOHANA KUMARI	MCA	

48.	14	Ms.Rupasri	MCA	
49.	1	Smt.R. ANJANA	MBA	Head
50.	2	Dr. E. ROOPA RANI	MBA	
51.	3	Smt. RAMA GOSWAMI	MBA	
52.	4	Smt. P. NAGAVALI	MBA	
53.	5	Smt. P.V.S. JYOTHI	MBA	
54.	6	Lt.K. UMA NAGESWARI	MBA	
55.	7	Sri CH. SURESH	MBA	
56.	8	Dr. D. VIJAYA LAKSHMI	MBA	
57.	9	Dr. G. TAVITI NAIDU	MBA	
58.	10	Sri M. ARAVIND	MBA	
59.	11	Dr. D. RAJANANDAN	MBA	
60.	1	Dr.VIDYA RAJAGOPALAN	M.Com	Head

LIST OF TEACHING STAFF - UG

College Sl.No	Sl.No	FACULTY NAME	DEPT NAME	Designation
61.	1	Sri.RIAZ MOHAMMED	Commerce	Dean
62.	2	Sri. H. RANGANAIKULU	Commerce	Asst.Dean
63.	3	Dr.Y.Poli Reddy	Physical Edn	Lecturer
64.	4	Sri .B.SRINIVAS REDDY	Commerce	
65.	5	Sri.R.SRINIVAS RAO	Commerce	
66.	6	Smt. B. VARIJA	Commerce	
67.	7	Smt. CH. RAMA KALYANI	Commerce	
68.	8	Smt. S. NAGA PADMA	Commerce	
69.	9	Sri. P. DURGA PRASAD	Commerce	
70.	10	Smt. YASMIN MOHAMMED	Commerce	

71.	11	Sri. CH. TRIMURTHULU	Commerce	
72.	12	SRI.K.P.V.R.MURTHY	Commerce	
73.	13	SRI.L.SANJEEVA RAO	Commerce	
74.	14	SRI.SK.GOWSI BABU	Commerce (Law)	
75.	15	SRI.V.SATYANARAYANA	Commerce (Economics)	
76.	16	SMT.S.V.RAMANI	Commerce (Economics)	
77.	17	SRI.N.K.MAHESH	BBA	COORDINATOR
78.	18	SMT.J.L. PURNIMA	BBA	
79.	19	SRI. U.V. CHANDRASHEKAR	BBA	
80.	20	SMT. P.JHANSI LAKSHMI BAI	Botany	Head
81.	21	DR. P. SUREKHA	Zoology	Head
82.	22	SMT.M.BHARATHI	Biotechnology	Head
83.	23	SMT.CH.SIRISHA	Microbiology	Head
84.	24	DR.P.KIRAN KUMARI	Environmental Studies	Head
85.	25	SMT.B.MADHAVI	Commerce (E S)	
86.	26	SMT. G. ROJAMANI	Computer Science	Head
87.	27	SRI.B.N.S.V.A.SHANKAR	Computer Science	
88.	28	SMT. S. SRILATHA	Computer Science	
89.	29	SMT. I. HYMAVATHI	Computer Science	
90.	30	SRI. T.N.CHAITANYA	Computer Science	
91.	31	SMT D.R.S.SWETHA	Computer Science	
92.	32	SMT.V.SAILAJA	Computer Science	
93.	33	SRI. P. RAMESH	Computer Science	
94.	34	SRI. K. VASANTH KUMAR	Computer Science	
95.	35	SMT. P.R. NISCHALA	Computer Science	
96.	36	SMT. P. LAKSHMI	Commerce (Comp.Sc)	

97.	37	SMT.N.SANGEETHA	Mathematics	Head
98.	38	SMT.G.KANAKA LAKSHMI	Mathematics	
99.	39	SMT.K.MAHA LAKSHMI	Mathematics	
100.	40	SMT. G. PADMA	Mathematics	
101.	41	SMT.B. PADMAVATHI	Mathematics	
102.	42	SMT. G. SUJATHA	Mathematics	
103.	43	SRI.P.RAMUNAIDU	Mathematics	
104.	44	SRI. A. NARASIMHA RAO	Mathematics	
105.	45	SMT.S.RAMA DEVI	Statistics	Head
106.	46	SMT. K. BHAVANI	Statistics	
107.	47	SMT.N.SAVITRI	English	Head
108.	48	SMT.M.SWARNA KUMARI	English	
109.	49	SMT. P. ADILAKSHMI DEVI	English	
110.	50	MS.SHARON RAMYA	English	
111.	51	MRS.ATASEE MUKHERJEE	English	
112.	52	SMT. P. MERCY MIRIAM	English	
113.	53	SMT.V.SUNITA	Commerce (English)	
114.	54	SMT.MONZY GEORGE	Commerce (English)	
115.	55	SRI.A.ALI BABU	Commerce (Telugu)	
116.	56	DR. A.PYDI RAJU	Telugu	
117.	57	SRI.G.RAMA MURTHY	Telugu	
118.	58	DR.P.LAKSHMI SARADA	Hindi	
119.	59	DR.TAHERUNNISA BEGUM	Commerce (Hindi)	
120.	60	DR.K.NAGA SUNEETHA	Sanskrit	
121.	61	SRI.P.V.RAMANA MURTHY	Commerce (Sanskrit)	
122.	62	SRI.K.SRINIVAS	Physics	Head

123.	63	DR. S.V.J. S.S. RAJESH	Physics	
124.	64	SRI. M. HARISH BABU	Physics	
125.	65	SMT. Y. MADHUSMITHA	Physics	
126.	66	SRI. N. RAMU	Physics	
127.	67	Dr.D.Jagadeeswara Rao	Physics	
128.	68	SRI.P.NARASIMHA RAO	Electronics	Head
129.	69	SMT.T.SIREESHA	Electronics	
130.	70	MS.K.MRUDULA PRAVEENA	Electronics	
131.	71	SRI.M.PRAKASH	Electronics	
132.	72	SRI.A.DIWAKAR	Electronics	
133.	73	DR.G.GANGA RAJU	Chemistry	Asst.Dean
134.	74	SRI.CH.VENKATA KISHORE	Chemistry	Head
135.	75	SMT.L.UMA TULASI	Chemistry	
136.	76	SMT. K. SIREESHA	Chemistry	
137.	77	SMT. B. BHOODEVI	Chemistry	
138.	78	SMT.CH.DEVI	Chemistry	
139.	79	DR. K. SATYANARAYANA	History	
140.	80	DR. P. TAVITI NAIDU	History	
141.	81	SMT.A.VANAJA	History	
142.	82	SRI.J.LAKSHMAN BABU	Economics	Coordinator
143.	83	SMT. H. S. BEGUM	Travel And Tourism	
144.	84	DR. T. SRINU	Public Administration	
145.	85	SRI.K.LAKSHUN NAIDU	Politics	
146.	86	SRI.M.GANGA RAJU	Geography	
147.	87	MS. ARUNA SRI	Psychology	
148.	88	MS. BONICA DAS	Journalism	
149.	89	SRI. M.DANIEL VARA PRASAD	Foundation Course	

150.	90	MS.G.ARUNA KAMALA JYOTHI	Foundation Course	

LIST OF TEACHERS – JUNIOR COLLEGE

College Sl.No	Sl.No	Name	Department	Designation
151.	1	Smt.N.Swarna Latha	English	Principal
152.	2	Smt.P.Lakshmi Sailaja	English	Jr. Lecturer
153.	3	Sri.K.Ramana	English	Jr. Lecturer
154.	4	Smt.P.Bhargavi	English	Jr. Lecturer
155.	5	Smt.R.Madhuri	Botany	Jr. Lecturer
156.	6	Sri.K.Someswara Reddy	Chemistry	Jr. Lecturer
157.	7	Sri.D.V.M.Krishna Reddy	Chemistry	Jr. Lecturer
158.	8	Smt.P.Radhika	Chemistry	Jr. Lecturer
159.	9	Sri.R.Ch.Balaji	Civics	Jr. Lecturer
160.	10	Sri.K.Venkateswara Rao	Commerce	Jr. Lecturer
161.	11	Smt.G.Sridevi	Commerce	Jr. Lecturer
162.	12	Sri.C.V.N.Ravi Kumar	Economics	Jr. Lecturer
163.	13	Sri.U.Gurumurthy	Economics	Jr. Lecturer
164.	14	Ms.B.Bhagyabathi	Hindi	Jr. Lecturer
165.	15	Smt.K.Venkata Lakshmi	Mathematics	Jr. Lecturer
166.	16	Sri.G.V.Sravana Kumar	Mathematics	Jr. Lecturer
167.	17	Smt.Ch.Vasavi Indrani	Mathematics	Jr. Lecturer

168.	18	Sri.D.Kameswara Rao	Physics	Jr. Lecturer
169.	19	Sri.N.Sudhakar	Physics	Jr. Lecturer
170.	20	Sri.R.Bangara Raju	Physics	Jr. Lecturer
171.	21	Sri.V.S.N.V.Narasinga Rao	Sanskrit	Jr. Lecturer
172.	22	Dr.G.Malathi	Telugu	Jr. Lecturer
173.	23	Smt.A.Neelima	Telugu	Jr. Lecturer
174.	24	Dr.E.Nirmala	Zoology	Jr. Lecturer

Engineering College for Women Faculty List

College Sl.No	S. No	Name of the Faculty	Dept	Designation
175.	1	Mr Syed Mujib Rahaman	CSE	Vice Principal / Assoc. Professor
176.	2	Prof. D Madhavi	CSE	Professor/ HOD
177.	3	Prof. D. Raj Kishore	CSE	Professor
178.	4	Dr. K Anuradha	CSE	Asst. Professor
179.	5	Dr. G Vamsi Krishna	CSE	Asst. Professor
180.	6	Mr. D.Karun Kumar Reddy	CSE	Asst. Professor
181.	7	Mrs P Rajyalakshmi	CSE	Asst. Professor
182.	8	Mr S Venkata Swamy	CSE	Asst. Professor
183.	9	Md.Farhatullah	CSE	Asst. Professor
184.	10	Mr D Srikanth	CSE	Asst. Professor
185.	11	Mrs. Ch.Lavanya Ratna Venkata	CSE	Asst. Professor
186.	12	Mrs T Renuka	CSE	Asst. Professor

187.	13	Mrs P Sridevi	CSE	Asst. Professor
188.	14	Mr K Vijay	CSE	Asst. Professor
189.	15	Ms G Kavya	CSE	Asst. Professor
190.	16	Mr P Suresh Kumar	CSE	Asst. Professor
191.	17	Mrs T Aruna	CSE	Asst. Professor
192.	18	Mr B Santos Kumar	CSE	Asst. Professor
193.	19	Ms.V.Jayavani	CSE	Asst.Professor
194.	20	Ms.K.Sowjanya Naidu	CSE	Asst.Professor
195.	1	Prof. K.V.V.Satyanarayana Reddy	ECE	Professor
196.	2	Dr. Soloman J V Gotham	ECE	Assoc. Professor/ HOD
197.	3	Mrs. R Sridevi	ECE	Asst. Professor
198.	4	Mrs.G.Ganga Sarojini	ECE	Asst. Professor
199.	5	Mrs.M.Sravani	ECE	Asst. Professor
200.	6	Ms.T.Krishna Veni	ECE	Asst. Professor
201.	7	Mrs.K Lalitha	ECE	Asst. Professor
202.	8	Mr R Santhosh Sai	ECE	Asst. Professor
203.	9	Mrs A Manasa	ECE	Asst. Professor
204.	10	Mrs V Sridevi	ECE	Asst. Professor
205.	11	Mrs P Ishwarya	ECE	Asst. Professor
206.	12	Mrs P Siva Priya	ECE	Asst. Professor
207.	13	Mr K Rajesh Kumar	ECE	Asst. Professor
208.	14	Mr B Narasimha Reddy	ECE	Asst. Professor
209.	15	Ms V Usha Rani	ECE	Asst. Professor
210.	16	Ms S Surya Kala	ECE	Asst. Professor

211.	17	Ms Princy Eliyas	ECE	Asst. Professor
212.	18	Ms K Sowmya Swetha	ECE	Asst. Professor
213.	1	Dr. D.Deepak Chowdary	EEE	Principal
214.	2	Mr. G.Anand	EEE	Asst. Prof/ HOD
215.	3	Ms.S.Varalakshmi	EEE	Asst. Professor
216.	4	Mr.B.Satish Naidu	EEE	Asst. Professor
217.	5	Mr Ch Arun Kumar	EEE	Asst. Professor
218.	6	Mr M Srinivas	EEE	Asst. Professor
219.	7	Mrs S Hema	EEE	Asst. Professor
220.	8	Mrs J Nancy Namratha	EEE	Asst. Professor
221.	1	Dr.G.T.Naidu	CIVIL	Professor / HOD
222.	2	Prof. P.Satyanarayana	CIVIL	Professor
223.	3	Mr. C.Nagendra Prasad	CIVIL	Asst. Professor
224.	4	Mrs. Arunima Mohapatra	CIVIL	Asst. Professor
225.	5	Mrs B Rajarajeswari	CIVIL	Asst. Professor
226.	6	Mr.T.V. Murali	CIVIL	Asst. Professor
227.	7	Mrs R V S Madhuri	CIVIL	Asst. Professor
228.	8	Ms A Harshita	CIVIL	Asst. Professor
229.	9	Mr G Giridhar	CIVIL	Asst. Professor
230.	10	Mr A Venkatesh	CIVIL	Asst. Professor
231.	11	Mrs Ch Shilpa	CIVIL	Asst. Professor
232.	12	Mrs K Sruthi	CIVIL	Asst. Professor
233.	13	Ms.M.Amareswari Reddy	CIVIL	Asst.Professor
234.	1	Dr K.Kishore Varma	English	Assoc. Professor

235.	2	Dr. V Radha Devi	English	Assoc. Professor
236.	3	Mr. G.Srinivasa Kumar	English	Asst. Professor
237.	4	Prof K Venkateswarlu	Maths	Professor
238.	5	Dr. B Pardha Saradhi	Maths	Asst. Professor
239.	6	Dr. G V Vijaya Lakshmi	Maths	Asst. Professor
240.	7	Mrs.B.V.Madhuri	Maths	Asst. Professor
241.	8	Dr.B.Rama Rao	Physics	Assoc. Professor
242.	9	Sri D Deena Bandhu	Physics	Asst. Professor
243.	10	Mrs S Siva Jyothi	Physics	Asst. Professor
244.	11	Prof. G.Lokeswara Reddy	Chemistry	Professor/ HOD
245.	12	Capt.T.Brahmananda Reddy	Chemistry	Asst. Professor
246.	13	Mrs N Swathi	Chemistry	Asst. Professor
247.	14	Dr. K.Satti Reddy	B S&H	Assoc. Professor

SKILL DEVELOPMENT CENTRE

Sl.No	Name of the Faculty	Department	Designation
1	Dr.V.Radha Devi	Asst.Dean - SDC	Asst.Dean
2	Mr.D.BHUJANGA RAO	Coordinator -SDC	Coordinator
3	Smt. K. Jayashri Shetty	SDC - CSS	Trainer
4	Mr.L.SARADHI	SDC - AS	Trainer
5	Mr.M.JAGADISH	SDC - AS	Trainer
6	Mr.M.RAVI KUMAR	SDC - AS	Trainer
7	Mr.R.KRISHNA	SDC - AS	Trainer
8	Mr.RUTHALA RAMBABU	SDC - AS	Trainer

9	Ms. M.SUDEEPTHI	SDC - CSS	Trainer
10	Ms.E.TEJA SWETHA	SDC - CSS	Trainer
11	Ms.JANET PAUL	SDC - CSS	Trainer
12	Ms.N.GEETA	SDC - CSS	Trainer
13	Ms.R.ANURADHA	SDC - AS	Trainer
14	MS.SHUBHA BHARDWAJ	SDC - CSS	Trainer
15	Smt. A B. Razia Begum	SDC - CSS	Trainer
16	Sri. Sridhar Reddy	SDC - AS	Trainer
17	Ms.K.Deepika	SDC - CSS	Trainer
18	Sri.Y.Ayyar	SDC – Tally	Trainer
19	Sri.B.Santosh Kumar	SDC – Tally	Trainer

Annexure - 7

List of Supporting Staff			
SL.No	Name	Designation	Institution
1	D.Venugopala Reddy	Office Supdt.	UG - A & S OFFICE
2	K.V.L.N. Kumar	Senior Asst.	B.Com Office
3	M.R.L. Sarma	Junior Asst	UG A & S Office
4	K.Saritha	Junior Asst	UG A & S Office
5	M.V.Ramana Reddy	Junior Asst	UG - Asst.Dean Office
6	Ganesh Reddy	Junior Asst	Computer Lab
7	G.Govinda Raju Reddy	Record Asst	UG - A & S OFFICE
8	P.Sridevi	Record Asst	UG - A & S OFFICE
9	G.S. Prasad Reddy	Junior Asst	UG A & S Office (Record Room)
10	S.Srinivas	Record Asst	Chem Lab
11	Y.Lakshmana Rao	Record Asst	Physics Lab
12	K.Chandra Sekhar	Record Asst	Chem Lab
13	P.Venkateswara Rao	Record Asst	Bot / Zoo Lab
14	K.Mary	Record Asst	Electronics Lab
15	K.Lakshmi Devi	Record Asst	Microbio Lab
16	K.V.K.Chaitanya	Record Asst	Chem Lab
17	Ch.Nagamani	Gen.Asst / Sweeper	Block - 9
18	M.Ramanamma	Gen.Asst / Sweeper	Block - 2 & Block - 9
19	M.Ramanamma	Gen Asst / Sweeper	Block - 9
20	D.Varalakshmi	Gen.Asst / Sweeper	Block - 9
21	R.Revathi	Gen.Asst / Sweeper	Block - 8
22	P.Varalakshmi	Gen.Asst / Sweeper	Block - 8

23	S.Rajeswari	Gen.Asst / Sweeper	Block - 8
24	K.Rajeswari	Gen.Asst / Sweeper	Block - 4
25	D.Annapoorna	Gen.Asst / Sweeper	Block - 4
26	A.Lakshmi	Gen.Asst / Sweeper	Block - 1
27	Ch.Satyanarayana	Gen.Asst	Block - 8
28	Ch.Simhadri	Gen Asst / Sweeper	Block - 9
29	V.Suneetha	Record Asst	Block - 4 - Library
30	D.Satyanarayana	Gen.Asst	Block - 4 - Library
31	B.Mohan Reddy	Gen Asst	Block - 9
	Aided:		
1	S.Eswara Rao	Office Supdt.	Commerce Office
2	N.V.Lakshmi	Sr.Asst	Commerce Office
3	N.Anantha Lakshmi	Sr.Asst	Commerce Office
4	K.V.S.Kumar	Jr.Asst	Commerce Office
5	Smt.Nandini Reddy	Asst.Librairan	Library
6	Sri.M.Naga Raju	Jr.Asst	Library
7	R.Ramu		Commerce Office
8	S.Lakshmi		Commerce Office
Engineering College			
SL.No	Name	Designation	Institution
1	K.Satish Chandra Reddy	Office Superintendent	Engg.College
2	V.Ravi Mohan	Sr.Asst	Civil Lab
3	P.Govinda Reddy	Sr.Asst	Civil Lab-Engg
4	O.Shanumukka Yadhav	Sr.Asst	ECE Lab
5	K.Rajasekhar	Sr.Asst	EEE Lab
6	K.Raju	Sr.Asst	EEE-Lab-Engg

7	K.Sarala	Sr.Asst	Engg Lab
8	P.Lakshmi Devi	Sr.Asst	Engg. Lab
9	P.Vara Prasad Reddy	Sr.Asst	Engg. Lab
10	B.Pardhasaradhi	Sr.Asst	Engg. Office
11	M.V.Ramana Rao	Sr.Asst	Engg. Office
12	B.Bhaskara Rao	Jr.Asst	Engg Computer Lab
13	M.Nagesh Reddy	Jr.Asst	Engg Library
14	M.UmaRani	Jr.Asst	Engg. Office
15	Ch.Girija Rani	Jr.Asst	Engg. Office
16	T.Sudha Rani	Jr.Asst	Engg. Office
17	M.V.Ramana	Record. Asst	Physics Lab
18	K.Murali Babu	Record. Asst	Chemistry Lab
19	Sanjukta Patanik	Record. Asst	Reception-Engg.
20	J.S.Kantam	Gen.Asst	Engg. College
21	N.Kannam Naidu - Engg College	Gen.Asst	Engg. College
22	V.Appa Rao - Engg College	Gen.Asst	Engg. College
23	G.Eswari	Gen.Asst	Engg. College
24	Sk.Raziya Begum	Gen.Asst	Engg. College
25	S.Satyavathi	Gen.Asst	Engg. College Office
26	Suramma	Gen.Asst	Engg.College
27	B.Syamala	Gen.Asst	Engg.College
1	K. Trimurthulu	Sr.Asst	PG - Arts & Science
2	D.Venkata Rao		PG - Arts & Science
3	A.Santhi Sri	Jr.Asst	PG - Arts & Science
4	V.Renuka Devi	Jr.Asst	PG - Arts & Science

5	R.Kamala	Jr.Asst	PG - Arts & Science Library
6	Smt.K.Santha Kumari	Jr.Asst	PG - Arts & Science Library
7	D.Damodar Rao	Record Asst	PG - Chemistry Lab
8	B.Raj Sekhar	Record Asst	PG - Biochem Lab
9	K.Krishna	Record Asst	PG - Chemistry Lab
10	H.Bhanu Chand	Record Asst	PG - A & S Library
11	T.Bhaskar	Record Asst	PG - Biotech Lab
12	B.Eswar Reddy	Gen.Asst / Attender	PG - Arts & Science
13	S.Ganga Bhavani	Gen.Asst / Sweeper	PG - Arts & Science
14	T.Bhanu	Gen.Asst / Sweeper	PG - Arts & Science
15	K.Ramulamma	Gen.Asst / Sweeper	PG - Arts & Science
16	S.Govindamma	Gen.Asst / Sweeper	PG - Arts & Science
17	D.Sanyasi Rao	Gen.Asst / Sweeper	PG - Arts & Science
18	Ch.Nagalakshmi	Gen.Asst / Sweeper	PG - Arts & Science
19	P.Ramanjaneyulu	Sr.Asst	PG - CMS Office
20	T.Ramana	Jr.Asst	PG - CMS Office
21	Ch.Bangaru Naidu	Jr.Asst	PG - CMS Office
22	S.Ramalingeswara Rao	Sr.Asst / Comp.Tech	PG - CMS
23	B.Varaha Murthy	Sr.Asst / Comp.Tech	PG - CMS
24	K.Santha Kumari	Jr.Asst	PG - CMS Library
25	K.Appa Rao	Gen. Asst / Electrician	PG - CMS
JUNIOR COLLEGE			
SL.No	Name	Designation	Institution
1	S.Srinivas	Office Superintendent	Jr.College
2	Moshi	Office Asst	Jr.College

3	K.V.Suresh	Office Asst	Jr.College
4	S.Somulu	Gen.Asst	Jr.College
5	Ch.Simhachalam	Gen.Asst	Jr.College
	Aided:		
1	Sanghamitra	Sr.Asst	Jr.College
2	G.Arjuna Rao	Jr.Asst	Jr.College
3	R.Radha	Gen.Asst / Sweeper	Jr.College
4	Ch.Lakshmi	Gen.Asst / Sweeper	Jr.College
	Admn Office		
1	S.Husna Tasneem	Sr.Asst	Director's Office
2	K.Suryanarayana	Jr.Asst	UG - Dean
3	P.Raja Rao	Sr.Asst	Admn Office
4	P.V.Ramana	Jr.Asst	Admn Office
5	R.Ramesh	Coordinating supervisor	Secretary & Correspondent Office
6	G.Praveen Anand Kumar		Secretary & Correspondent Office

Annexure - 8

NCC

SL.NO	NAME	Wing	Designation
1	Capt.T.Brahmananda Reddy	**2 (A) Arty Bty N C C**	**Captain**
2	Lt.K.Uma Nageswari	13(A)Battalion N CC Girls Wing	Lieutenant
3	Sub.Lt.J.Lakshman Babu	4(A)Navy Medical Unit	Sub.Lieutenant
4	Sub.Lt.Rama Goswami	4(A)Naval medical unit. Senior wing Girls.	Sub.Lieutenant
5	Fly.Offr. Lakshman Reddy	NCC Air Wing	Flying Officer

NSS

SL.NO	NAME	Department	Designation
1	Sri.Sk.Gowsi Babu	NSS - UG	Programme Officer
2	Smt.S.Siva Jyothi	NSS - Engineering	Programme Officer

SPORTS

SL.NO	NAME	Department	Designation
1	Sri.Y.Srinivasa Rao	Sports	Physical Director (UG)
2	Sri.B.R.S.Lakshman Reddy	sports	Physical Director (Jr.College)
3	Smt.U.Ganga Bhavani	Sports	Physical Director (Engg College)

Annexure – 9

Dr. L.B. UG & PG College / Dr. L.B. Junior College / Dr. L.B. College of Engineering for Women

Academic & Administrative Audit 2019-20

TEACHER PROFILE:

1. Name

Name of the Department: Designation:

Date of Birth Mobile No: Email Id:

2. Educational Qualifications:

Qualification	Class	Percentage	University	Year
Graduation				
P.G.				
M.Phil.				
Ph.D.				

3. Date of Joining in this College:

4. Previous Work Experience Details:

Name of the Organization / College	No.of Years worked	Designation	Nature of Duties

5. Details of Additional Administrative Duties held, if any:

6. Details of Extension work done, if any;

7. Do you prepare Teaching notes? YES [ ] NO [ ]

8. Are you a Computer Literate? YES [ ] NO [ ]

9. Do you encourage students to raise questions in the class : YES [ ] NO [ ]

10. Do you use different methods of teaching apart from Talk & Chalk? YES [ ] NO [ ]
If 'Yes' please state the methods:

11. Do you read daily English Newspapers? YES [ ] NO [ ]

12. How often you visit the College Library?

Everyday [ ] Once in a week [ ] Thrice a week [ ]

Once in a week [ ] Once in a month [ ] Never [ ]

13. How many Reference Books you have in your subject at your home?

50 [ ]	51-100 [ ]	101-150 [ ]	More than 150 [ ]

14. How many General Books you possess at home?

15. Please list the Books you have read in this month?

Title of the Book	Author /s

16. List the No.of Publications in UGC recognized journals?

Total number [ ] 2018-19 Academic year [ ]

Please provide details in full;

17. Have you approached funding agencies for support for your research ? YES [ ] NO [ ]
If not approached, state reasons:

18. Provide details of your registration for Ph.D., program, if any. (applicable to those who do not possess Ph. D.)

19. How much time you devote for class preparation every day?

20. Provide details of Membership in Professional Associations

21. How many students approach you for clarification of doubts / counselling in a month?

22. Rank your Professional satisfaction level in this college on a 10-point scale?
(1 – Lowest, 10 – Highest)

1	2	3	4	5	6	7	8	9	10

23. Give your suggestions for improving the academic performance in the college.
(Please use additional sheet).

Signature of the Teacher

Annexure - 10

Dr. Lankapalli Bullayya College
ANALYSIS OF SCHEDULE FILLED BY TEACHERS

Sl. No.	Attribute		College			
			UG& PG	Engg	Jr	Total
1	Total Faculty		130	69	23	222
2	Average Age of the Faculty as as 2019		43	38	47	43
3	No. of M.Phil.		30	1	2	33
4	No. of Ph.D.	Awarded	20	17	2	39
		Submitted	4	7	0	11
		Pursuing	8	1	0	9
		Enrolled	5	0	0	5
		Not Enrolled	93	44	21	158
5	Average No. years of Experience in Campus as on 2019		12	5	21	13
6	Do You Prepare Teaching Notes	Yes	128	64	23	215
		No	2	5	0	7
7	Are you a Computer Literate	Yes	112	62	20	194
		No	18	7	3	28
8	Do you encourage students to raise questions in the class	Yes	130	62	23	215
		No	0	7	0	7
9	Different methods of Teaching Methods apart from Talk & Chalk	Yes	124	47	20	191
		No	6	22	3	31
10	Reading English Newspapers on Daily basis	Yes	96	53	17	166
		No	34	16	6	56
11	Visiting Library	Every Day	15	14	3	32
		Once in a Week	8	28	12	48
		Twice in a Week	46	0	0	46
		Thrice a Week	25	12	6	43
		In a Month	32	10	0	42
		Never	4	5	2	11
12	Reference Books available on subject at Home	<=50	122	47	14	183
		51-100	0	7	2	9
		101-150	0	2	0	2
		>=150	0	1	0	1
		No Books	8	12	7	27
13	General books Possession status at Home	0	19	8	0	27
		1-10	34	19	7	60

		11-20	17	9	1	27
		21-30	14	8	2	24
		31-40	7	5	0	12
		41-50	14	8	1	23
		>50	25	12	12	49
14	No. of Publications in UGC recog. Journals	NIL	86	33	20	139
		1-10	41	32	3	76
		11-20	3	2	0	5
		21-30	0	1	0	1
		31-40	0	0	0	0
		41-50	0	0	0	0
		>=51	0	1	0	1
15	Approaching of Funding Agencies for support of Reasearch	Yes	9	11	0	20
		No	121	58	23	202
16	Time allotment by self for classroom preparation	No Preparation	4	6	5	15
		< 30 Minutes	9	1	0	10
		30 Minutes - 1 Hr	19	7	3	29
		Above 1 Hr	97	55	16	168
17	Membership in Professional Associations	Yes	45	26	0	71
		No	85	43	23	151
18	How many students approach for clarification of Doubts	0	2	4	0	6
		1-10	43	11	2	56
		11-20	41	23	2	66
		21-30	15	18	1	34
		31-40	9	3	3	15
		41-50	4	4	5	13
		>51	14	6	12	32
19	Rank of Professional Satisfaction Level in the college	1	0	0	0	0
		2	0	0	0	0
		3	0	0	0	0
		4	0	0	0	0
		5	2	8	0	10
		6	4	2	5	11
		7	16	13	2	31
		8	35	19	7	61
		9	31	15	3	49
		10	42	12	6	60

Note: The total number of teachers on rolls is 246. However, the Committee had interactions with only 222. 24 teachers in all were either absent or on leave at the time of visits of the Committee to the concerned departments. As such the analysis relates to a total of 222 teachers only.

Salient Features

- Average Age of the faculty is 43 years in UG & PG College, 38 years in Engineering College and 47 in Junior College – overall average age is 43- scope for excellence in Academic pursuits.

- 39 faculty members possess Ph.D degree and 11 possess M.Phil. While 9 are actively pursuing and 5 just enrolled, as many as 158 out of 222 are yet to acquire research degree. Steps needed to motivate them by organizing an orientation course in research methodology and fixing time-frame to register and complete Ph.D for teachers of P.G Courses.

- The average number of years of experience of the faculty is 13 years for all the colleges put together and is highest at 21 years in Junior College.

- While almost all the teachers prepare teaching notes, it is surprising that there are seven teachers who do not prepare teaching notes.

- There are 28 faculty members who are not computer literates. In this age of digital age all those need to be identified and steps initiated to make them computer literate in a time frame of three months.

- Almost all teachers except seven in Engineering College encourage students to raise questions in the classroom.

- In terms of teaching methods, there are still 31 teachers who use only talk and chalk method. Sensitize all teachers for Information and Communication Technology (ICT) mode of teaching.

- 56 teachers out of 222 do not read an English Newspaper on daily basis.

- In terms of response towards visiting library, there are only 32 teachers who visit every day and there are 42 teachers who visit once in a month. It is surprising that there are 11 teachers who never visit the library.

- A teacher should possess reference books in a subject and some general books at home. As many as 27 faculty members do not possess reference books at their home and as many as 49 teachers do not possess general books at home.

- In terms of publications in recognized journals, there is only one teacher who claimed more than 51 publications to his credit and one more teacher who has claimed a range between 21 to 30 publications. As many as 76 teachers claimed to have publications in the range of 1 to 10.

- As many as 202 teachers do not have the idea of approaching funding agencies for support for research.

- There are 15 teachers who do not allot any time for classroom preparation.

- Teachers need to be encouraged to join their concerned professional associations since only 71 out of 222 responded positively.

- Interaction between teachers and students for clarification of doubts and appropriate counselling need to be encouraged, since not many students are approaching the teachers as per the data provided.

- It is a happy finding for the Management to know that the professional satisfaction level on a 10-point scale reveals that there are 31 teachers above 7 rank, 61 teachers above 8 rank, 49 teachers expressing at 9 and 60 teachers at the highest rank – 10.

Annexure - 11

Day	Date	Time	Department	No.of Teachers
1	25.06.2019	9.30am to 10.30am	Microbiology	4
		10.30am to 11.30am	Biotechnology	5
		11.30am to 12.30pm	Biochemistry	4
2	26.06.2019	9.30am to 10.30am	Chemistry (Analytical & Organic)	9
		10.30am to 11.30am	English	4
		11.30am to 12.30pm	Mathematics	4
3	01.07.2019	9.30am to 10.30am	MHRM	4
		10.30am to 11.30am	M.Com & MBA	1 & 11
		11.30am to 12.30pm	M.Sc (CS) & MCA	13
4	03.07.2019	9.30am to 11.30am	Commerce & Management	**14 + 3**
		11.30am to 12.30pm	**Life Sciences** – Botany, Zoology, Biotechnology, Microbiology, Environmental Science	**6**
5	04.07.2019	9.30am to 10.30am	Computer Science	**11**
		10.30am to 11.30am	Mathematics & Statistics	**08 + 02**
		11.30am to 12.30pm	**Languages** – English, Telugu, Hindi, Sanskrit	**08+03+02+02**
6	05.07.2019	9.30am to 10.15am	Physics	**5**
		10.15am to 11.00am	Electronics	**5**
		11.00am to 11.30am	Chemistry	**4**
		11.30am to 12.30pm	B.A –	

			History, Economics, Public Administration, Geography, Travel & Tourism, Psychology, Journalism, Special Telugu, Foundation Course	**13**
7	06.07.2019	9.30am to 10.30am	Junior College	24
		10.30am to 11.00am	Research	
		11.00am to 11.30am	IQAC	
8	08.07.2019	9.30am to 10.30am	Sports, NCC & NSS	2, 4, 1
		10.30am to 11.00am	Training and Placements	1
		11.00am to 12 noon	Skill Development Centre (SDC)	16
9	10.07.2019	9.30am to 11.00am	Computer Science Engineering	18
		11.00am to 12.00 noon	Electronics & Communication Engineering	18
10	11.07.2019	9.30am to 10.00am	Electrical & Electronics Engineering	8
		10.00am to 11.15am	Civil Engineering	18
		11.15am to 12.30pm	Basic Science and Humanities	15
11	12.07.2019	9.30am to 10.00am	Principals, Vice-Principals, Asst.Principals, Deans & Asst.Deans	
		12 noon	Libraries	

UG
2018-19

Government of Andhra Pradesh
Commissionerate of Collegiate Education
Academic & Administrative Audit of Degree Colleges (2018-19)
Format - III for submission of Academic Advisors Report (AAR)

Zone : I **District : Visakhapatnam**

COLLEGE PROFILE				
1	Name of the College, URL of Website, email and Phone number	Dr.Lankapalli Bullayya College, www.bullayyacollege.org lbcadmn@gmail.com; 0891 - 2701818, 0891 - 2551198		
2	Name of the Principal, email & Mobile Number	Dr.G.S.K.Chakravrty, gskdata@gmail.com, 9908034201		
3	Name of the Vice-Principal, email & Mobile Number	Dr.R.V.H.Srikanth, srikanth19573@gmail.com		
4	Name of the IQAC Coordinator, email & Mobile Number	Smt.V.Subbalakshmi, Vangala_lucky@Yahoo.com, 9440939515		
5	Year of Establishment & details of land available if any	1973, 10 acres		
6	Affiliating University & AISHE CODE:	Andhra University, C-24266		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Grade - B in First cycle - March, 2007 Grade - A in Second Cycle - March, 2016		
8	UGC Recognition (2f & 12 B)	YES		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	**single shift system in both sessions : 9.00am to 4.20pm**		
10	No. of Posts Sanctioned:	**Regular Working: 88 (2 Aided + 83 Un-aided + 3PTL)**	Contract Working:	Guest Working:
11	Course wise & year wise Students strength particulars (Proforma enclosed)	**List Enclosed**		
12	**Current Year Admissions Abstract**	**1360**		
13	**List of Programmes and Courses with Codes**	**enclosed**		

I-CURRICULAR ASPECTS				
	Item	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
14	Implementation of Annual Institutional Plan	A	Yes, with all the activities well planned and implemented timely	Annual institutions plan is initiated
15	Departmental Annual Curricular Plans	A	Yes, Maintained	
16	Whether the above two circulated among Students?	A	Yes, Circulated among students	
17	College Activity Register 2018-19	A	Yes.	
18	College Calendar/College Magazine	A	Academic Calendar is prepared by Andhra University and distributed to all the students at the commencement of the academic year. College newsletter is published every month and given free of cost to all the students on campus and to alumini	
19	Add-on Courses (Department-wise) completed during 2017-18	B	Yes for Commerce & Management Three add-on courses: Six Sigma, Emotional Intelligence, Tally	
20	Add-on Courses (Department-wise) in 2018-19	B	Six Sigma, Emotional Intelligence and Tally	
21	Coverage of Syllabus (Average Percentage)	A	95%	Good
22	Teaching of Value added courses (HVPE & Foundation Courses)	A	Foundation Courses are taught as a part of curriculum	
23	No. of New UG & PG Courses introduced in 2018-19	A	In B.A - History/Economics / Geography and Spl.English/Psychology/ Journalism were introduced	
24	Maintenance of Student Attendance Registers	A	Yes.	
25	Whether feedback on curriculum was obtained from stake holders and analysed	A	Yes	

II-TEACHING, LEARNING & EVALUATION				
26	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018-19	A	**Cut-off marks for all the courses are 35 % Percentage of Students admitted : SC - 9%, ST- 3%, BC - 63% OC - 20% Minority-5%**	
27	Social-economic status of students enroled(Group wise and Year wise) in 2018-19	A	**List Enclosed**	
28	Demand Ratio (Group wise)	A	**1 : 05**	
29	Percentage of differently abled students (Divyangjan) on roll	NA	**Nil**	
30	Percentage of full time teachers against sanctioned posts in 2018-19	A	**12.5%**	
31	Student - Full time teacher ratio	A	**36 : 1**	
32	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	A	**88**	
33	Teaching Diaries & Teaching Plans in Prescribed Formats	A	**All teachers are maintaining teaching diaries and annual plans.**	
34	Use of ICT in teaching and learning	B	**Only for Add on courses**	Improve
35	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	B	**10%**	Improve
36	Co-Curricular Activities (College level)	A	**Yes. Done**	
37	Seminars/conferences/workshops organised in 2018-19	A	**National seminar on "Emerging solutions on Medical and environmental mediacal and bio technology" by life sciences department , workshop conducted by English departments.**	
38	Academic Competitions (College Level & Above)	A	**Yes. Business Quiz, Sri.V.B.V.Reddy Inter collegiate Competititons on Corporate Affairs and Elements of Commerce conducted on 11th September, 2018, Essay writing & academic compititions are conducted in colleges.**	
39	Conduct of Internal Examinations-Internal assessment	A	**Yes. Regular and continous assessment is done periodically according to the University Schedules for all semesters and the marks are posted online in the University Portal**	
40	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	A	**Yes enclosed**	
41	Pass percentage of students (Group wise) in 2018-19	A	**Resulted of 2017 - 2018 are enclosed. I, III, V semester results of 2018 - 2019 are awaited**	

42	Percentage of students undertaking field projects / internships	B	**100% - As part of curriculum B.Com and BBA students have undergone internships. Industries like Steel Plant, BHEL, Coromandal Fertilizers, DGI, Port Trust**	
43	Remedial Classes	A	**Yes conducted.**	
44	Conduct of Bridge course	A	**Yes conducted**	
45	Feed back on Teachers by Students and its analysis	A	**Yes. Online Feedback system is in practice.**	
46	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A	**Yes conducted**	
III-RESEARCH, INNOVATIONS AND EXTENSION				
47	Is the College a Recognized Research Centre	A	**Yes. College is recognised as Research centre for Management and Microbiology**	
48	No. of Research Guides in the College	A	**Management Studies - 3; Mircobiology - 2**	
49	No. of Research Scholars working for M.Phil & Ph. D	-	**To be alloted for the current year**	
50	Major/Minor/Other Research Projects	-	-	**Improve**
51	Research Papers Published in 2018-19 (International/ National)	B	**5 - List enclosed**	
52	Papers Presented in 2018-19 (International/ National/ State)	A	**5 - List enclosed**	
53	Books Published in 2018-19 (Single Author/ Co Author)	A	**In computer science and management**	
54	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	A	**A two-day workshop on Teacher enrichment was conducted in the month of June 2018 to the teachers of our college and other colleges.**	
55	Record of Consultancy in 2018-19	-	**nil**	Improve
56	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A	**A proposal to start incubation centre based on Biotechnology products - essential oil making units is in the final stages with the prototypes ready for**	
57	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices		**nil**	

58	Record of MoUs in 2018-19	**B**	**MOU with Tally, MOU with SIDAR(Society for Integrated Development and Research), MOU with Institute of Company Secretaries of India, Visakhapatnam Chapter have been made and are planned to be converted into agreements in due course of time. MOU with Gandhi Centre for Peace Studies and MOU with Vision Aid are also made but not on**	Maintainance of MOUs on stamped papers
59	Record of Subject/Department Related Extension Activities	**A**	**Yes. Neighbouring areas of the college are adopted as a CSR initiative to test the water purity and milk purity and also the sanitation awareness in these areas.**	
60	Number of extension programmes conducted in the neighbourhood community to sensitize the students	**A**	**Blood donation camp organised Sanitation and Swach Initiative in the neighbouring colobies**	
61	Number of extension programmes conducted in colloboration with Community/NGOs thriugh NSS/NCC/Red Cross/YRC etc.,	**B**	**We organised a program on the campus to the students and staff for registration of LLRs and Pass ports. NSS students participated in Swachch Bharat. Students participated in an awareness programme to control traffic in busy Traffic areas in association with the police department.**	
62	Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue, etc	**A**	**150 Students participated in an awareness programme to control traffic in busy Traffic areas in association with the police department.**	
63	Number of awards and recognition received for extension activities from Government/ recognised bodies	**-**	**Nil**	
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
64	Number of Class rooms, Labs and computing equipment	**A**	**Yes. 64 classrooms. There are 120 Desktops, 30 Laptops; Labs: Physics - 4 labs; Electronics - 3; Computers - 3 labs; Chemistry - 4; Botany - 1; Zoology - 1; Biotechnology - 1; Microbiology - 1**	
65	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.,) and cultural activities	**A**	**Yes. There is well equipped physical education department.**	
66	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	**A**	**4 Seminar halls with not ICT**	
67	Budget allocated for infrastructure augmentation	**A**	**Rs.6,19,51,882/-**	

68	Library is automated using Integrated Library Management System	A	**Yes. Fully automated. All functions (circulation, catalogue) of college library are automated by incorporating SOUL (Software for University Libraries) which is designed and developed by INFLIBNET**	
69	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	A	**Bibliographics, Britannia Encyclopaedia, dictionaries are in the library.**	
70	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	A	**NTPL available for all students and Inflibnet is available**	
71	Expenditure for purchase of books and journals in 2017-18	A	**Rs.4,41,057/-**	
72	Percentage per day usage of library by teachers and students	A	**35 % students per day**	
73	Student-Computer ratio	A	**1:01**	
74	Wifi in the campus	A	**yes**	
75	Updation of IT facilties	A	**yes.**	
76	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A	**Rs.5,10,00,000/-**	
77	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A	**SOPs for the systems and other academic support aspects are designed and maintained**	
V-STUDENT SUPPORT AND PROGRESSION				
78	Average percentage of students benefited by scholarships by the Government in 2017-18	B	**57%**	
79	Average percentage of students benefited by scholarships by the Instituition in 2017-18	B	**30%**	
80	Average percentage of students benefited by guidance for competitive examinations and c areer counseling offered by the institution in 2017-18	A	**40%. College has Skill Development Centre and all the students are given classes in Analytical skills and soft skills.**	
81	Average percentage of placement of outgoing students in 2017-18	B	**30%**	
82	Student grievances redressal mechanism	B	**Yes. Students' Grievance Cell is constituted and timely redressal is done (Once in every semester and as and when the need arises**	
83	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	A	**Career guidance and Remedial Coaching**	

84	Percentage of student progression to higher education	**B**	**20%**	
85	Average percentage of students qualifying in state/ national/ international examinations(like NET, SLET, GATE, Civil services, state government etc.,)	**-**	**As this is only UG level, students need to encourages to apear in Civil services and other statemetn government recruitments**	
86	Number of awards/medals for outstanding performance in sports/cultural activities	**A**	**Good number of students participate and represent the college/University/ national in many sports like, Badminton, Foorball, Chess, Hockey, Kickboxing etc.** **13 - List enclosed**	
87	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	B	Student Council is constituted and is operative.	
88	Records of significant achievements in Sports & Games	**A**	**List Enclosed**	
89	Number of sports and cultural activities / competitions organised in the Institution in 2018-19	**A**	**6**	
90	Alumni contribution in 2018-19 (In Rs)	**A**	**Rs.1,00,000 for student scholarships**	
91	Number of Alumni Association /Chapters meetings held in 2017-18	**A**	**3 (Three)**	
92	Maintenance of JKC facilities & records	**A**	**As the college has its own SDC - JKC is not operative**	
93	Record of Student trained and placed in JKC	**A**	**SDC is operative**	
94	Record of Anti Ragging cell	**A**	**Ragging incidents are not reported.**	
95	Maintenance of drinking water	**A**	**Yes**	
96	Maintenance of sanitation	**A**	**Yes.**	

VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	**A**	**Yes. Staff Council is constituted and is operative**	
98	Functioning of Committees in Administration (Minutes of meetings)	**A**	**Yes**	
99	Awards/Achievements	**C**	**-**	
100	Use of ICT in Governance	**C**	**-**	
101	Perspective/Strategic plan and deployment documents	**A**	**Yes**	
102	Organizational structure of the Institution	**A**	**Yes**	
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	**-**	**-**	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	**A**	**Teachers attending for seminars or workshops are facilitated with financial assistance and leave considered as ON DUTY**	
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	**B**	**Three programmes conducted.Organized a Training Programme to Teachers on class room teaching techniques. A 15 days coaching programme was given to Teachers appearing for UGC NET aspirants. Computer Skill programme was given to non-teaching staff.**	
106	Percentage of teachers attended professional development programs(Orientation Program, Refresher Course, Short Term Course etc.,) in 2017-18	**B**	**10%**	

107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	**C**	Nil	
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	**C**	Nil	
109	Average number of quality initiatives by IQAC for promoting quality culture per year	**B**	**2. Organized a Training Programme to Teachers on class room teaching techniques. A 15 days coaching programme was given to Teachers appearing for UGC NET aspirants. Computer Skill programme was given to non-teaching staff.**	
110	Participation in NIRF-2017	**B**	Participated	
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	**A**	**Yes. AQAR uploaded in the Website**	
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	**A**	**200Kw Solar power plant is proposed and in the final stages of establishment**	
113	Waste Management steps taken	**B**	**yes. Organic waste is properly disposed off through Maridi and other waste is combusted periodically within the campus in a proper manner.**	
114	Rain water harvesting structures and utilization in the campus	**A**	**Yes. 4 Rain water harvesting pits are setup at all blocks to conserve ground water table**	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	**A**	**Yes, Ramps and railings are available, class rooms are arranged in the ground floor subject to requirement**	

116	Green Practices(plastic free campus, green landscaping etc.,)	**A**	**Yes.** **Green landscaping is taken up extensively all over the campus by the life sciences and environmental departments and establishment of green house is planned in the campus.** **Establishment of Solar Power Unit is planned as a green initiative and will be set up with in a span of 6 weeks** **LED lighting is set up in computer labs where usage is more to save energy**	
117	Record of best/innovative practices by the institution	**A**	**Conduct of Internal Academic Audit during the month of October / November by HODs and Senior teachers of other departments.** **Subscriptions of The Hindu Busineess Line, Corporate News Paper subscribed in the name of each students of B.Com Advanced Learners and BBA for 120 days. Daily a class is conducted on Corporate Affairs from The Business Line Paper.** **Providing Tally Training to B.Com Add-on courses are provided to B.Com and BBA students** **Skill Development Centre to train students for Campus Selections.** **Merit scholarships are given to students as fee concession.** **Eminent people comprising of retired IAS, IPS and renouned doctors are on the Advisory Committee of our college to help us in formulating policies according to the need of the hour.** **Retired Lecturers who are resourceful are re-employed for the benefit of the students.**	
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website	**A**	**Yes.** **College Activity Register is maintained and AQAR is uploaded in the website**	
119	The number of classes(per week) taken by the Principal	**A**	**6**	
120	Research projects/Publications/ study material developed in 2017-18 by the College	**A**	**Study Material and books are published by teachers from BBA, Computer Science, Telugu, Physics, English (List Enclosed)**	

College Grading - A

(College with good infrastructure and student strength, Performance of students in sports and physical education activities is very good, well maintained campus, documentation of the records to be improved and maintained in CCE format)

	Name & Signature of the Principal with date 26/2/2019.	**Signatures of Academic Advisors**
	Name & Signature of the Vice-Principal with date	1
		2
		3

VICE-PRINCIPAL 26/2/19
Dr. Lankapalli Bullayya Colleg
New Resapuvanipalem,
VISAKHAPATNAM-530 013

PRINCIPAL I/C
Dr. L. BULLAYYA COLLEGE
VISAKHAPATNAM-13

26/2/19

26/2/19.

Note: the Formats to be filled by the Principal and submitted to the Academic Audit Team.

Dr LANKAPALI BULLAYYA COLLEGE Visakha Patnam