



**Government of Telangana  
Commissionerate of Collegiate Education**

**Rc.No.04//Academic Cell/Academic Audit/2016-17 Dt: 08 -06-2017**

**Sub:** Conduct of Academic Audit in all GDCs and Private Aided Degree Colleges in Telangana State, 2016-17 – Instructions – reg.

**Ref:** Cir.No.01//Academic Cell/Academic Audit/2016 Dt: 15-04-2017

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The attention of the Principals of Government Degree colleges and Principals/ Correspondents of all Private Aided Degree Colleges is drawn to the subject cited. The Commissioner of Collegiate Education has initiated academic audit of the Government Degree Colleges to enhance quality of education in the colleges. Academic audit was successfully conducted in all the Government Degree Colleges since 2012 by a pool of trained senior lecturers (Academic Advisers). The Peer evaluation was appreciated by all the stakeholders including the NAAC Peer Teams visiting the colleges and the Standing Committee of State Legislature.

On the success of this initiative in GDCs, the Commissionerate of Collegiate Education has extended this activity to all Private Aided Degree Colleges from 2013-14 with an objective to improve functional efficiency of the Colleges and promote accountability among the Teaching Staff.

Therefore, for the academic year 2016-17, the department has decided to conduct Academic Audit of all GDCs and Private Aided Degree Colleges in the State with an objective to improve functional efficiency of the Colleges and promote accountability among the Teaching Staff in **June 2017** as follows

<b>Dates of Visit</b>		<b>No of GDCs to be covered</b>
Schedule-I	13 <sup>th</sup> & 14 <sup>th</sup> June 2017	40
Schedule-II	15 <sup>th</sup> to 17 <sup>th</sup> June 2017	60
Schedule - III	19 <sup>th</sup> & 21 <sup>st</sup> June 2017	60
Schedule -IV	22 <sup>nd</sup> to 24 <sup>th</sup> June 2017	26
<b>Total</b>		<b>186</b>

The details of the mechanism, method and objectives of the Academic Audit are as follows.

**Objectives:**

- To improve functional efficiency of the Colleges.
- To check whether the Colleges are following the Academic Schedule of respective Affiliating University.
- To examine the conduct of academic activities at the College.
- To promote accountability and professional competency among the teaching staff.

**Mechanism:**

- The Academic Audit shall be undertaken at two levels one is at Institutional level and second is at Lecturer level
- The information regarding activities of College and Lecturers has to be furnished in the prescribed formats i.e., format-I (Institutional) and Format-II (Lecturer).
- The Principals shall fill in the Format-I with the information regarding the institution
- The Principals shall circulate the format-II among the staff members and collect the filled in formats along with substantiating evidence and records.
- A team of Academic Advisors of the O/o the Commissionerate of Collegiate Education shall visit the College for Academic Audit.

**Method:**

- The Academic Audit shall be conducted in a transparent and objective manner.
- The parameters of the Audit are clearly mentioned in the formats. The information pertaining to the parameters shall be cross-checked with the substantiating evidence.
- The visiting team may inspect all aspects of the College with respect to Co-curricular and extra-curricular activities.
- The Academic Advisers will conduct Academic Audit, prepare and submit the Academic Audit report to the Principals under acknowledgement and send a copy of same report to this office on the same day of conduct of Academic Audit.
- The Principals of the Colleges, concerned shall submit the Action Taken Report (ATR) within ten days of the receipt of the report to the undersigned. The Principals of the colleges scheduled for audit have to make all necessary arrangements by updating all the records and make hospitality arrangements to the Academic Advisers.

The list of Academic Advisers along with the list of Government Degree Colleges and Pvt. Aided Colleges selected for Academic Audit is available in the **annexure**. The Academic Advisers will conduct Academic Audit as per the dates mentioned in the annexure and the Academic Audit report will be prepared and submitted to the Principals on the same day of conduct of Academic Audit under acknowledgement. Academic Advisers are requested to send a copy of same Academic Audit report in hard and soft copies to this office on the same day.

The Principals of the Colleges, concerned have to submit the Action Taken Report (ATR) within ten days from date of conduct of Academic audit to the undersigned and a soft copy to [academicaudit.tgce@gmail.com](mailto:academicaudit.tgce@gmail.com) without fail. The Principals of the colleges scheduled for audit have to make all necessary arrangements by updating all the records and make hospitality arrangements to the Academic Advisers.

The Academic advisers are instructed to verify records of the conduct of classes on TSKC, Foundation course in Human Values and Professional Ethics, Science and Civilization, Indian Heritage and culture and Environmental Science etc. and UGC funds utilization in addition to the regular Academic records. In Pvt. Aided Colleges they are instructed to verify records pertaining to financial aspects too.

The Principals are instructed to relieve the Academic Advisers mentioned in the annexure with instructions to report at the colleges allotted to them without fail. **Further it is instructed that the Parent College should pay T.A./D.A. to the Academic Advisers from their college funds.**

**An honorarium of Rs. 1000/- (One Thousand Rupees Only) shall be paid to each Academic Advisor per college from DRC Funds (500-503 Head: Other Remunerations) available with District ID Colleges.**

Further, The Principals of Government Degree colleges and Principals/ Correspondents of all Private Aided Degree Colleges are requested to ensure that all the staff members are present in the college on the date of Academic Audit of the college.

Sd/-

**Smt. A. Vani Prasad I.A.S.**  
Commissioner of Collegiate Education

Encl:

1. Annexure : Audit Schedule
2. Format I & II
3. Action Taken Report Format
4. Annexure -2 (For GDCs Only)
5. Financial Aspects Statement (for Pvt. Aided Colleges only)

To

1. To all the Principals of GDCs in the state
2. The Correspondents/Principals of all the Private Aided degree colleges in the State
3. RJDCE, Warangal / Principals of ID Colleges in the State with instructions to communicate the same to all the colleges situated in their jurisdiction.
4. Copy to the CCE website Incharge.

//true-copy attested//

  
For Commissioner of Collegiate Education

**Academic Audit 2016-17**  
**Schedule - I 13th&14th June 2017**

<b>Team</b>	<b>Details of the Academic Advisers</b>	<b>College to be Audited</b>	<b>District</b>	<b>Name of the Principal &amp; Contact No</b>
1	1. Dr. B. Leela GDC, Jammikunta 9963611601 2.P.Indira Devi GDC, Huzurabad 7396268299 3. Sri A.L.N.Sastry GDC(M), Khammam 9490375068	PingleGDC(W), Warangal & Kakatiya Govt. College, Hanamkonda	Warangal (U)	Dr.G.Indira 8121820235  Dr. V. Vijaya Laxmi 9948121722
2	1. B.V.Prabhakar Rao GDC, Khammam 9866925897 2. P.Chandra Sekhar Rao GDC, Madhira 9441287847	GDC, Mulugu & GDC Mahabubabad	Jaya Shankar Bhoopalapalli & Mahabubabad	Dr V.V.N.Hanuma Kumar 9849456457 (FAC)  Dr.G.Poshaiiah 9701275266
3	1) B.Santhosh Kumar GDC, Warangal 9959211291 2) Sri K. Vijay Kumar GDC, Kukatpally 9848661861 3) D. Ashok Kumar GDC, Jadcherla 9948498800	SRR GDC Karimnagar & GDC(W), Karimnagar	Karimnagar	Sri R. Sanjeev 9849244415 (FAC)  Dr.T.Srilakshmi 9440288827
4	1) Dr. G. Rajareddy GDC(W), Karimnagar 9441412857 2) Khaja Zaheer Ahmed SRR GDC Karimnagar 9440356751	GDC, Godavarikhani & GDC, Peddapalli	Peddapalli	Sri P.Dada Salam (FAC) 9949863104  Sri Varaprasad 9490189847/ 9603991698
5	1) Sri M.Ravikumar GDC(A),Siddipet 9440872323 2) Dr. Rahath Khanam GDC(A), Nalgonda 9959865303 3) Azim Ahmed MVSGDC(A), MBNR 9440068041	GDC(W)(A), Begumpet, Hyd & Govt City College(A), Hyd	Hyderabad	Dr.P.Rajani 9290553393  Dr.C.Manjulatha 9948121712
6	1) M.Praveena GDC,Patancheru 9966424593 2) Dr. L. Kamala GDC Hayath Nagar 9848766492	IPGDC(W), Nampally & GDC(W), Hussainialam	Hyderabad	Dr.D.Varalakshmi 9866382255  Dr.S.ShobhaRani 8330952366

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7	1) M. Venkateswarlu NGGDC(A), Nalgonda 9441709821 2) Dr. D. Ramasubba Reddy GDC, Sadasivpet 9949644620 Dr. V. Ravindera Reddy GDC(A), Siddipet 9492915339	MVSGDC, Mahabubnagar & NTRGDC(W), Mahabubnagar	Mahabubnagar	Dr.G.Yadagiri 9848176350 Dr.Bi Bi Zainab 9989351906
8	Sri Nazeeruddin GDC, Medak 9849615282 Dr. K. Hussain GDC,Siddipet 9885077541	GDC, Kamareddy & GDC, Banswada	Kamareddy	Sri C. Prabhakar 9440974887 Dr.D.R.S 9949644620
9	Sri G.Shankar GDC(W), Karimnagar 9440837256 Sri. Shakkari Ashok GDC, Korutla	GDC, Mancherial & GDC,Chennoor	Mancherial	Sri Ch. Narayana Reddy 9441594223
10	B.V.Prabhakar Rao GDC(M), Khammam 9866925897	GDC, Yellandu	Bhadradi	Sri B. Sethuram 8978986887
11	Dr.J.Rajaram KDC,Hanamakonda 7731054559	GDC, Madhira	Khammam	Sri Lalitha Babu 7032921968/ 9948533024
12	Smt.K.Shoba Rani Girarj Govt. College (A) 8790556061	GDC (W), Nirmal	Nirmal	Sri Ch.Shiva Prasad 9393007552
13	Dr. Ghanshyam GDCBJR, Nampally 9949089091	GDC, Chevella	Ranga Reddy	Dr. V. Sravankumar 9849265046
14	Sri T. Allam Reddy GDC, Jogipet 9440016320	GDC,Serilingampally	Ranga Reddy	Dr.Ch.Prasad 9866458512
15	G. Bangla Bharathi BJRGDC, Nampally 9866656278	GDC, Malkajgiri	Medchal	Dr.A.Sri Ramulu 9985133049
16	Dr. T. Naveen Kumar GDC, Jangaon 9491883890	GDC, Seetaphalmandi	Hyderabad	Dr.P.SathiReddy 9949096128
17	V.Krishna Rao PingleGDC(W), Warangal 9390100118	GDC, Bhupalpalli	Jaya Shankar Bhoopalapalli	Dr.A.Srinath 9440235529
18	A.Radhakishan GDC(M), Jagtail 8019429413	GDC, Choppadandi	Karimnagar	Dr.T. Pramod Kumar 9441024607
19	Sri M.Sudhaker GDC, Nirmal 9908393217	GDC, Luxettipet	Mancherial	Dr.V.Chakrapani 9849558058
20	SriK.Chandra Shekar GDC, Kukatpally 9440322507	GDC, Narsapur	Medak	Dr. B. Damodar 9440228076

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21	Sri Simha Reddy GDC, Medak 9492208899	GDC, Narayankhed	Sangareddy	Dr.R.Ashok Reddy 9912644506
22	Sri B. Coresh Babu GDC Ibrahimpatnam 9848440506	GDC(W), Jogipet	Sangareddy	K.Venkateshwarao 9849507620
23	M.Ramchandram GDC, Sadasivpet 9885197765	GDC, Cherial	Siddipet	Dr.P.BalaBhaskar 9966212197
24	Sri M. Samson GDC, Huzurabad 9441304431	GDC, Husnabad	Siddipet	Dr.K.Krishna(FAC) 9492013338
25	T. Nagur GDC, Warangal 9492969934	GDC, Alair	Yadadri	Dr.N.VijayaBhaskar Rao 9494443688

For Commissioner of Collegiate Education