

**Government First Grade College**  
**K R Pura Bengaluru-36**

Academic Audit  
2019-2020

|  |        |
|--|--------|
|  |        |
| CzsÁå¥ÀPÀgÀ °É,ÀgÀÄ<br>ªÀÄvÀÄÛ °ÀÄzÉÝ<br><br>Name and Designation                        |        |
| «µÀAiÄÄ &«zÁå°ÀðvÉ<br><br>Subject  |        |
| PÁ`ÉÄdÄ °É,ÀgÀÄ /«¼Á,À<br><br>Date of joining the Regular<br>Service at GFGC             |        |
| CzsÁå¥ÀPÀgÀ «¼Á,À/<br>zÀÆgÀªÁtÂ E-ªÉÄÄ`i,ªÉÆ`ÉÊ`i<br>,ÀASÉå<br><br>ªÀiË®åªÀiÁ¥À£ÀzÀªÀµÀð |        |
| Student's strength per class   | 1 Year |
|  | 2 Year |
|  | 3 Year |

A. Teaching - Learning Process:

1. Papers taught at UG/PG courses:

| Sl.No | course | section | Paper | Title |
|-------|--------|---------|-------|-------|
| I     | UG     |         |       |       |
|       |        |         |       |       |
|       |        |         |       |       |
|       |        |         |       |       |

| II | PG | Year    | Paper | Title |
|----|----|---------|-------|-------|
|    |    | I year  |       |       |
|    |    |         |       |       |
|    |    | II Year |       |       |
|    |    |         |       |       |

2. Workload as on today per week:

|   |  |                          |
|---|--|--------------------------|
| a | Teaching hours                               | 16                       |
| b | Research hours                               | For Research Guides only |
| c | Preparation hours                            | 10                       |
| d | Assistance in administration                 | 04                       |
| e | Remedial coaching hours/<br>Tutorial classes | 04                       |
| f | Extension hours / ECA                        | 04                       |
| g | Test   | 02                       |

Whether student strength is viable or excess (per class/year):

3. Unitization of Syllabus: Yes/ No                      Documented Yes/No

4. Teaching plan in the beginning of the year. Yes/No

5. Preparation of teaching material:

|                             |  |
|-----------------------------|--|
| Synoptic note               |  |
| Detailed notes of lecture   |  |
| Charts/ Tables/<br>Diagrams |  |

|           |  |
|-----------|--|
|           |  |
| Any other |  |

6. Use of teaching aids

- OHP
- LCD
- Charts
- Others
- Computer simulation
- Any other

7. Assignments given to students & Topics: ( Enclose Annexure)

8. Seminars given to students and Topics: ( Enclose Annexure)

9. Field work given to students and Topics: ( Enclose Annexure)

10. Project work given to students and Topics: ( Enclose Annexure)

11. Field study and Industrial Visits: ( Enclose Annexure)

12. Number of Quiz and debates conducted (on the subject):

- a) Quiz :
- b) Debates: :

(Enclose Annexure)

13. Any other innovative teaching methods: (Provide Details)

14. Remedial coaching to slow learners: Yes/No  
(Enclose Annexure)

15. Incentives for fast learners. (Provide Details)

16. Number of Special lectures delivered beyond curriculum :

- a) To Students of the college:
  - b) At other Institutions :
- (Enclose Annexure)

17. Continuous Evaluation:

- a) Number of Unit Tests conducted:
- b) Number of Internal assessment tests conducted.

18. Evaluation of the performance of students:

|   |                             |  |
|---|-----------------------------|--|
| a | Uni. Results in the subject |  |
| b | In the papers taught        |  |
| c | In the entire course.       |  |

19. Analysis of the results of the course, subject and papers taught by the teacher.

20. a) Question Banks prepared

- b) Exposure of question papers of competitive examinations.

(Provide Details)

21. Involvement in curriculum Design and Development:

| Sl.No | Member/<br>chairman | UG/PG | University | Duration<br>From-To |
|-------|---------------------|-------|------------|---------------------|
| 1     | BOS Member          |       |            |                     |
| 2     | BOS Chairman        |       |            |                     |
| 3     | BOE Member          |       |            |                     |
| 4     | BOE Chairman        |       |            |                     |
| 5     | BOAE Member         |       |            |                     |

22. Computer literacy and awareness

- a. MS word:
- b. MS excel:
- c. Any others:

- d. Internet Explorer
- e. Power point
- f. E-mail ID

23. Attending the Androgogy programme i.e., continuous learning:

A)

| Sl.No | course             | Academic staff college | Duration |    |
|-------|--------------------|------------------------|----------|----|
|       |                    |                        | From     | To |
| 1     | Orientation course |                        |          |    |
| 2     | Refresher course   |                        |          |    |
| 3     | Summer course      |                        |          |    |
| 4     | Winter course      |                        |          |    |
|       | Any other          |                        |          |    |

B)

| Sl.No | Short Term course/PDP  | Academic staff college | Duration |    |
|-------|------------------------|------------------------|----------|----|
|       |                        |                        | From     | To |
| 1     | E-learning             |                        |          |    |
| 2     | E-Content Development  |                        |          |    |
| 3.    | Curriculum Development |                        |          |    |
| 4     | Soft skills            |                        |          |    |
| 5     | Communication skills   |                        |          |    |
| 6     | Quality Assurance      |                        |          |    |
| 7     | Disaster Management    |                        |          |    |
| 8.    | Interaction with       |                        |          |    |

|  |                   |  |  |  |
|--|-------------------|--|--|--|
|  | Research scholars |  |  |  |
|  | Any other         |  |  |  |

C)

| Sl.No | Training                     | Institution | DURATION |    |
|-------|------------------------------|-------------|----------|----|
|       |                              |             | From     | To |
| 1     | TQM &HRD                     |             |          |    |
| 2     | NSS                          |             |          |    |
| 3     | NCC                          |             |          |    |
| 4     | Training & Placement officer |             |          |    |
| 5.    | Scouts and Guides            |             |          |    |
| 6     | NIMHANS                      |             |          |    |
|       | Any other                    |             |          |    |

24. Research and Professional Development:

a) Additional Qualifications possessed during Service:

| Sl. No | Qualification | Universiy | Regular | Part time | Distance | FIP UGC | year |
|--------|---------------|-----------|---------|-----------|----------|---------|------|
| 1      | MphiL         |           |         |           |          |         |      |
| 2      | PhD           |           |         |           |          |         |      |
| 3      | Post Doctoral |           |         |           |          |         |      |
| 4      |               |           |         |           |          |         |      |

(Not applicable to those who possess these degrees before appointment).

b)NET/SLET Passed:

| Sl. No | Exam passed | Date of Exam | Date of declaration of result | Mandatory requirement | Not Mandatory |
|--------|-------------|--------------|-------------------------------|-----------------------|---------------|
| 1      | NET         |              |                               |                       |               |
| 2      | SLET        |              |                               |                       |               |

| Departmental |                 |              |                               |  |
|--------------|-----------------|--------------|-------------------------------|--|
|              |                 | Date of Exam | Date of declaration of result |  |
| 1.           | Accounts Higher |              |                               |  |
| 2            | General Law     |              |                               |  |
| 3            | computer        |              |                               |  |

25. Research Articles/ Books published:

|                                     | Level                        | Total | Before joining service | After joining service | During the last 5 years |
|-------------------------------------|------------------------------|-------|------------------------|-----------------------|-------------------------|
| Research articles                   | International (ISSN)         |       |                        |                       |                         |
|                                     | National (ISBN)              |       |                        |                       |                         |
| Conference proceedings              |                              |       |                        |                       |                         |
| Subject Books                       | National state level         |       |                        |                       |                         |
|                                     | Local publishers             |       |                        |                       |                         |
| Chapters in knowledge based volumes | National state level         |       |                        |                       |                         |
|                                     | Local publishers             |       |                        |                       |                         |
|                                     | University / Regional        |       |                        |                       |                         |
| Academic                            | Creative books (Poems/Drama) |       |                        |                       |                         |
|                                     | Criticism                    |       |                        |                       |                         |
|                                     | Reviews                      |       |                        |                       |                         |
|                                     | Translation                  |       |                        |                       |                         |
| Non Academic                        | Popular Articles             |       |                        |                       |                         |
|                                     | Local news papers            |       |                        |                       |                         |
|                                     | Magazine                     |       |                        |                       |                         |
|                                     | Any other                    |       |                        |                       |                         |
|                                     | Grand total                  |       |                        |                       |                         |

26. Conferences/Symposium/Workshops – Attended, presented and Lectures delivered

|               | Total |   |   | During entire Service |   |   | During last 5 years |   |   |
|---------------|-------|---|---|-----------------------|---|---|---------------------|---|---|
|               | A     | P | R | A                     | P | R | A                   | P | R |
| International |       |   |   |                       |   |   |                     |   |   |
| National      |       |   |   |                       |   |   |                     |   |   |
| Uni/Regional  |       |   |   |                       |   |   |                     |   |   |
| Local         |       |   |   |                       |   |   |                     |   |   |

A=Attended or participated

(Enclose Annexure)

P=Presentation of papers.

R=Invited as resource person to deliver the lecture.

27. a) RESEARCH PROJECTS

| Sl. No | Project | completed | Ongoing | Amount | UGC/DST | Other sponsorship | Total |
|--------|---------|-----------|---------|--------|---------|-------------------|-------|
| 1      | Minor   |           |         |        |         |                   |       |
| 2      | Major   |           |         |        |         |                   |       |

b). Research Guide: PhD

No of students registered: (Enclose Annexure)

28. Seminars/workshop/conferences Organized by the Department with Teacher's involvement as an organizer/coordinator.

|               | Total | During entire service | During the last 5 years |
|---------------|-------|-----------------------|-------------------------|
| International |       |                       |                         |
| National      |       |                       |                         |
| Regional      |       |                       |                         |
| Local         |       |                       |                         |

Sponsored by UGC \_\_\_\_\_

NAAC \_\_\_\_\_

MHRD \_\_\_\_\_

Others \_\_\_\_\_

29. Support Services:



30. Additional responsibility undertaken:

- i) IQAC Coordinator
- ii) RUSA Coordinator
- iii) Autonomous Coordinator
- iv) UGC Planning and Utilization Coordinator
- v) Training and Placement officer
- vi) Scouts and Guides Coordinator
- vii) Red Cross Coordinator
- viii) NSS Coordinator
- ix) NCC officer
- x) Student welfare officer
- xi) Cultural convener
- xii) IT Coordinator
- xiii) Visaka Coordinator
- xiv) AISHE Coordinator
- xv) Rajiv Gandhi loan Coordinator
- xvi) Any Other

II. Extension Activities:

- i) Work in the community.
- ii) Contributing to good citizenship
- iii) Social Surveys
- iv) Social Research

31. Awards Received if any

32. Membership:

A). Member of professional bodies:

International -  
National -  
Regional/ Uni. -

B) Member of service organizations:

Name of Organization -  
From when

33) . Details of colleges served as lecture since joining:

| Sl.No. | Name of the college | From | To | Year |
|--------|---------------------|------|----|------|
|        |                     |      |    |      |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

**34 "ÉÆÃcù'zÀ «μÀAiÀÄUÀ½UÉ ,ÀASAcù'zÀ ðÁ¶ØPÀ ¥ÀjÃPÁë  
¥sÀ°vÁA±À:**

| Sl. No. | Subject/Paper<br>«μÀAiÀÄ/¥ÀwæPÉ | No. of students who appeared<br>¥ÀjÃPÉë UÉ °ÁdgÁzÀ «zÁâyðU À¼À ,ÀASÉä | No. of students with I class<br>¥ÀæxÀ <sup>a</sup> ÀÄ ±ÉæÃtÀ «zÁâyðU À¼À ,ÀASÉä | No. of Students with II class<br>çéwÃAi ÀÄ ±ÉæÃtÀ «zÁâyðU À¼À ,ÀASÉä | No. of students with Pass Class<br>vÀÈwÃA iÀÄ ±ÉæÃtÀ «zÁâyðU À¼À ,ÀASÉä | Pass Percentage<br>¥À,Á zÁ ¥Àæw ±ÀvÀ « <sup>a</sup> Ág À |
|---------|---------------------------------|---|---|--|---|--|
|         |                                 |   |   |  |   |  |
|         |                                 |   |   |  |   |  |
|         |                                 |   |   |  |   |  |
|         |                                 |   |   |  |   |  |

G - Leave availed in the year  
CL -Days  
EL - Days  
OOD -Availed Days

35. Any other information

Signature of the HOD.

Signature of the Teacher

Signature of the Principal.

Office use