



**KVR, KVR & MKR COLLEGE: KHAJIPALEM**  
**KHAJIPALEM - 522329 , Bapatla District (A.P)**  
(Re- Accredited by NAAC "B++" Grade With CGPA: 2.81  
E-Mail: kvrkvr\_mkrcollege@yahoo.co.in , kvrkvrmkrc@gmail.com



No. Academic Audit for Academic Year: 2020-21

Date: 01-10-2021

**Proceedings of the Principal**

**Present: Dr.T.Siva Prasad**

Sub: Appointment of Committee for Internal Academic Audit for Academic Year -2020-21.

As the Academic Audit was not conducted by Commissionerate of Collegiate Education, Andhra Pradesh for the Academic Year 2020-21. It has been decided to appoint a Committee to conduct an internal Academic Audit.

The following faculty members are nominated as Academic advisors for the same.

1. Dr.Ch.Kishore kumar, HoD in Department of English
2. Sri B.J R.Somayajulu, HoD in Department Computer Science
3. Sri K.Uma Maheswar, HoD in Department of Chemistry (PG)

The Members are directed to conduct the academic audit and submit the report to the Principal



*T. Siva Prasad*  
**PRINCIPAL FAC**  
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**Observations and suggestions by Academic Advisors**

**2020-21**

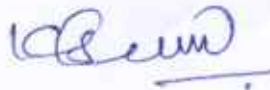
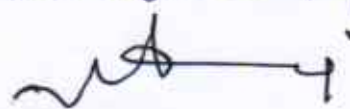
**Observations**

The appointed Committee members observed the records of all the Departments and made the following suggestions.

1. All the lecturers are maintained teaching diary and including Academic plans.
2. All the faculty members are maintained Projects record.
3. All the departments are maintained student Remedial classes and assignments but some Of the departments are didnt note proper date and signatures.
4. All the Departments were made Department meeting minutes and Department activities are Noted.
5. All the departments are maintained Guest Lecture Record but some of the particulars are Missing.
6. All the departments were maintained Internal Assessment record and individual result Record.

**Suggestions:**

The departments are maintaining all academic related matters in the records. The Committee advised faculty to encourage to pursue research and take steps to increase pass percentage. Members are improving research skills and to attend number of seminars and workshops. Faculty members are interested to try to present a research paper in research journals. Some of the departments stock register updation is incomplete so complete in time.

1. 
2. B. J. R. Sumanthula
3. 





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**Action Taken by the Principal**

**2020-21**

The Appointed committee observed all the departments and said that the maintainance of academic records are good. But some of the departments are little poor they need to improve for next academic year. Insructed the mesures to follow to improve pass percentage and advised the faculty members to pursue research and publish them in the notified journals. Faculty membrs are take special interest for attend seminars, workshops, conferences etc... To orgnize various colleges. From this faculty improve communication skills and opportunity for developing your skills. Advised the faculty members to organize national seminars events.



  
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