

**BRILLIANT GRAMMAR SCHOOL EDUCATIONAL SOCIETY'S
GROUP OF INSTITUTIONS-INTEGRATED CAMPUS**

(Approved by A.I.C.T.E & P.C.I, New Delhi, Affiliated to JNTUH, Hyderabad)

Abdullapur (V), Abdullapurmet (M), R.R Dt. Hyderabad – 501505

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Cell:9442263457



APPRAISAL FORMAT FOR FACULTY

FORM A

Name A. Raghavendra Rao Department C.S.E Date of Joining 01/09/2021

Examination	Name of Exam	College	University	Year of Passing	Percentage of Marks Obtained	Division/Class/Grade
UG	Degree	M.V.S.Govt College	O.U	1997	60%	First
PG	M.C.A	CBPG College	O.U	2004	67.2%	First
Ph.D						
Any Other	M.Tech	ANU	O.U	2010	73.4%	First

Total Experience.....13.....Yrs

Any Other Information.....

S.No	Subject/Lab	Year/Sem	Student Pass %	Exam Branch Signature
1)	Machine Learning	III-I	69%	
2)	Software testing methodology	IV-I	75%	
3)	Machine learning lab	III-I	100%	
4)	Software testing Methodology lab	IV-I	100%	

Subjects/Labs Taught in First/Second Semester Of The Year Under Review

PART-I-Academic Contribution (70M)

S.No.	Attribute				Self Assesment	Pts by HOD	Remarks
1	Result Analysis	Refer Table 1				20	Labs will not be counted
2	Lab Work Correction*	3 80- 89.99%	4 90- 94.99%	5 95- 100%	25	25	Continuous assessment sheet to be shown to HOD with dated
3	Course file Completion & Updation	3 (Good)	4 (VGood)	5 (Excellent)	25	25	Remarks by IQAC-Dep't Coordinator
4	Feedback of Students	Refer Table 2			10	10	
5	Organization External lecture or Industrial Visit	3	4	5	03	03	Justification by HOD
Total Marks (70 Marks)					63	83	

Table 1: Result Analysis (45M)

S.No	Parameter	Sub 1	Sub 2	Sub 3	Sub 4	Average Marks	Remarks
1	Syllabus Coverage according to lesson plan (1M)	1	1	1	1	1	
2	Tutorial classes according to Curriculum (2M)	2	2	2	2	2	
3	Remedial classes for slow learners (2M)	2	2	2	2	2	
4	Pass percentage (25M) Refer Table 1(a)	5	5	5	5	5	
5	Average marks scored by student in your subject Refer Table 1(b) (10M)	0	0	10	10	05	
6	% Change in result Refer Table 1(c) (5M)	2	2	10	10	06	
Total Marks (45M)						21	

Table 1(a)		Table 1(b)		Table 1(c)	
Pass Percentage	Marks	Avg Marks	Marks	% Difference in results	Marks
95-100	25	Above 70%	10	>20%	5
90-94.99	20	60-70%	06	10-19.9%	3
85-89.9	15	50-60%	04	5-9.99%	2
80-84.9	10	--	--		
75-79.99	05	--	--		
<75%	00	--	--		

Table 2: FEED BACK ANALYSIS (10M)

S.No.	Parameter	Marks Obtained				Table 2(a)	
		Sub 1	Sub 2	Sub 3	Sub 4	Avg Score	Marks
1	Initial Feedback Score	96	93	98	99	95-100	10
2	Final Feedback Score	98	96	99	99	90-94.99	8
3	Average of (1) & (2)	97	94.5	98.5	99	85-89.9	6
4	Convert the avg into 10M as per Table 2(a)	10	08	10	10	80-84.9	4
						75-79.99	2

PART - II
RESEARCH PUBLICATIONS & ACADEMIC ACHIEVEMENTS (90M)
(Refer Table 3)

<u>S.No</u>	<u>Attribute</u>	<u>Max Score</u>	<u>Pts Scored</u>	<u>Remarks</u>
1	For Guiding students in projects and getting prize in external Competitions(i/ii) as per 3.1	06	-	
2	Authoring a Book during the appraisal A.Y. as per 3.2 (only first author)	10	10	
3	Professional Body Memberships (IEEE, ISTE, IEI and Dept. Professional Bodies recognized) Annually. As per 3.3 (current year)	06	-	
4	Professional Body Memberships (IEEE, ISTE, IEI and Dept. Professional Bodies recognized) Life time. As per 3.4	04	4	
5	Publishing technical paper in International Journal (Give Details) recognized. As per 3.5 (only first author & Journals of science/Scopus/Unpaid Journal only)	10	10	
6	Publishing technical paper in National / International Conference (Give Details) as per 3.6 (only first author & in reputed conference only)	06	03	
7	Sponsored R&D (Give Details) as per 3.7	10	-	
8	Sponsored Consultancy (Give Details) as per 3.8	05	-	
9	Attending any FDP as per 3.9	06	06	
10	Attending Workshop / FIP (Give Details) as per 3.10	02	02	
11	Patents (Give Details) as per 3.11 (Awarded)	20	-	
12	Experience in BRIG(Refer Table 4)	05	05	
Total Marks (90 Marks)			40	

Table 3: Research Parameters

S.No	Research Parameter	No.	Marks
1	Guiding students and getting prizes	01	03
2	Books Published	01	10
3	Membership in Professional bodies (Yearly)	01	02
4	Membership in Professional bodies (Annually)	01	01
5	Papers published in Journals(Int/Nat)	01	5/2.5
6	Papers published in Conferences(Int/Nat)	01	3/2
7	Sponsored R&D Refer Table 3(a)	01	10
8	Sponsored Consultancy Refer Table 3(b)	01	05
9	FDP 1 Week / 2 Week	01	03/06
10	Workshop (1 Day/3 Days)	01	1/2

Table 4: BRIG Experience

Experience in BRIG	Marks
>6 Years	05
>4 Year	04
>2 Year	03

PART - III
ADMINISTRATIVE CONTRIBUTION

(40M)

S.No	Attribute				Max Score	Pts Scored	Pts by HOD	Remarks
1	Administrative responsibility at the Institution level				04	4	4	
2	Administrative responsibility at the Department level				06	6	5	
3	Involvement in counseling / Mentoring / Students motivation / Attendance outside (Give Details)				05	4	4	
4	Guest Lectures outside (Give Details)				03	-	0	
5	Organizing any Int. Conference				05	1	1	
	Convener	Co-Convener	Committee Head	Committee Member				
	5	3	2	1				
6	Organizing any National. Conference/FDP				05	1	1	
	Convener	Committee Head	Committee Member					
	5	2	1					
7	Organizing any College level Activities (Ex: Aquila, Sports Day, College Day etc.,				04	4	4	
	Committee Head	Committee Member						
	4	2						
8	NBA/NAAC/Autonomous Etc.,				05	1	1	
	Coordinator	Criteria Incharge	Committee Member					
	5	3	1					
9	Late Markings				03	3	3	
	No late Marks	3 times late	5 times late					
	3	2	1					
Total Marks (40 Marks)						24	23	

Grand Total: I+II+III (Max Marks: 200M) = 168

Signature of the Faculty 

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APPRAISAL FORMAT FOR FACULTY

Department of C.S.E

FORM B

(To be filled by the Head of the Department/Principal)

ANNUAL APPRAISAL REPORT FOR THE ACADEMIC YEAR 2023-2024

Name of the Faculty .. A. Raghavendra Rao .. Designation .. Asst. Prof ..

Form A Total:

Attitude and Interpersonal Skills (Give Ratings on a five point scale with '5' being the best and '1' is the poor)
(Excellent – 5, Good – 4, Satisfactory – 3, Poor – 2, Very Poor – 1)

S.No	Parameter	Marks Obtained
1	Professional Look	5
2	Punctuality to the class work and full time engagement of class	5
3	Toughness of the subject handled	4
4	Co-operation for sudden engagements of class	5
5	Proper leave communication and proper alternative arrangement during leave period	5
6	Quality and Quantity of delivery content	4
7	Participation in Department Work (NAAC/NBA/Others)	4
8	Prompt response to assigned works	4
9	Participation in general administrative work of Dept./Institute.	3
10	Relationship with Students and Co-Faculty	5

Comments/Suggestions by the Head of the Department


Signature of the HOD/Coordinator

Remarks of Principal


Signature of the Principal

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RATE OF INCREMENT

S.No	Range of Score	Cat.I Experience <5Yrs	Cat.II Experience of 5-10Yrs	Cat.III Doctorates
1	65-74.9	5%	5%	
2	75-84.9	6%	6% (If Cat II + Cat III is above 25M)	6% (If Cat II + Cat III is above 40M)
3	85-89.9	7%	7% (If Cat II + Cat III is above 30M)	7% (If Cat II + Cat III is above 50M)
4	90-99.9	8%	8% (If Cat II + Cat III is above 35M)	8% (If Cat II + Cat III is above 60M)
5	100-119.9	9%	9% (If Cat II + Cat III is above 40M)	9% (If Cat II + Cat III is above 70M)
6	120-139.9	10%	10% (If Cat II + Cat III is above 50M)	10% (If Cat II + Cat III is above 80M)
7	140-159.9	11%	11% (If Cat II + Cat III is above 60M)	11% (If Cat II + Cat III is above 90M)
8	160-170	12%	12% (If Cat II + Cat III is above 70M)	12% (If Cat II + Cat III is above 100M)

*While calculating the total value Part A + 10% of Part B will be considered.



Vision Mission of IQAC

Vision:

Internal Quality Assurance Cell(IQAC),aims to work towards quality sustenance and enhancement of the academic and administrative performance of the organization.

Mission:

- a).To conduct regular academic,research and administrative audits.
- b).To encourage self-evaluation ,accountability ,autonomy and transparency through quality.
- c).To develop best assessment process/(practices) for maintain quality.
- d).Cultural and ethnic diversity support in student community.
- e).To ensure the best infrastructure to achieve goals.

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INTERNAL QUALITY ASSURANCE CELL

To enhance the quality improvements in the academic process and also as a pre- accreditation exercise. Internal Quality Assurance Cell (IQAC) was formed in the college in academic year 01.06.2017. The objective of the cell is to develop a system for cognizant, Compatible and catalytic improvement in the overall performance of the institution at all levels with the involvement of all stakeholders.

STRATEGIES:

IQAC shall evolve mechanisms and procedures for:

- Timely efficient and progressive performance of academic, administrative and financial tasks.
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- The creditability of evaluation procedures.
- The adequacy, maintenance and proper allocation of support structure and services.
- Research sharing and networking with other institutions in India and abroad.

FUNCTIONS:

Some of the functions expected of the IQAC are:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the Colleges.
- Arrangement for feedback responses from students, parents and other stakeholders on quality related institutional processes;
- Dissemination of information on the various quality parameters of higher education;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes/activities of the College, leading to quality improvement.
- Acting as a nodal agency of the college for coordinating quality related activities, including adoption and dissemination of good practices.



IQAC Activities

Internal Quality Assurance Cell (IQAC) of the college gains paramount importance to ensure quality in All aspects. There fore ,IQAC activities play significant role in providing quality learning experience to students, enrichment of teaching satisfaction to faculty and staff.

IQAC Activities are:

- Collecting feedback from all stake holders.
 - Staff on student's behavior (yearly).
 - Students on
 - I. Course outcomes (CO's) achieved through course end survey(once a semester).
 - II. Teaching Effectiveness (Twice a semester, 1's after 3 weeks of the commencement of semester and another in the penultimate week of the semester) and their impact.
 - III. Services provided in academic section, administrative section, examination section, etc.
- **Conducting Academic Audit (yearly)**
 - Department Assessment Committee (DAC) Minutes and Reports
 - Minutes of the Meeting of course coordinator
 - I. Quality of TLP
 - Quality of Assignments
 - Quality of Question Papers
 - Profile of External Examiners (Theory and Lab)
 - Quality of Teaching (includes weekly reports on topics taught and impact on student performance)
 - Mentoring of Faculty by course coordinator/senior faculty (Group Head) and its impact
 - Evaluation in Internal Examinations
 - Continuous Evaluation and its impact

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IQAC Activities

- Environmental Club
- Sports and Games
- Conducting Audit on Maintenance and Infrastructure facilities (yearly)
 - Laboratories
 - Library facilities
 - Sports facilities
 - Transport facilities
 - Canteen
 - Classrooms
 - Examination section
 - Record Maintenance
 - Last three years Answer Books (Internal)
 - Last three years Question papers
 - Internal Marks sent to Affiliating University (JNTUH)
 - University Laboratory Examination Answer Books (Last five years)
 - Marks award lists
 - Student Attendance
 - ✓ Uploaded fortnightly
 - ✓ Semester wise for the last three years
 - ✓ Attendance registers of the last three years
- Audit of
 - Self Appraisals of faculty and staff
 - Faculty publications
 - Department News letters
 - College Technical Magazine



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- Quality of students projects
 - Attendance registers maintained by faculty
 - Industry-Institute-Interaction and its impact
 - EDC activities conducted and their impact
- Center for Academic and Career Guidance(CACG)
- ✓ CACG activities and their impact
- Center for Soft Skills Development(CSSD)
- ✓ CSSD activities and their impact
- Center for Training and Placements(CTP)
- ✓ CTP activities and their impact

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DATE:29.11.2023

CIRCULAR


The Meeting of IQAC will be held on 03/12/2023. All the committee members are requested to attend the meeting without fail to discuss all academic related activities .

Venue: Board Room(G10)

Time: 2PM

Agenda:

1. External Lab Conduction.
2. Seminars.
3. Mini and Major Projects.
4. Result Analysis.
5. Attainment Level of CO's-PO's.
6. Skill Development of Students.


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IQAC Coordinator

Copy to All Committee Members



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List of Committee Members:

1. Peniel Paul Dass ,Principal(B.Tech)
2. A.N.Radhakrishna ,Coordinator,IQAC
3. Dr.Ch.Kantlam, Principal(Pharmacy)

All Heads of the Departments:

4. Abdul Maqseed.Sk (ECE)
5. D.Chiranjeevi (CIVIL)
6. Lalaiah .K (EEE)
7. S.Jamala Reddy (MECH)
8. B.Upender (CSE)
9. P.Brahmeswari (PHARMACY)
10. P.Venkat Reddy (H&S)

Professor:


11. Dr.D.Pavan Kumar (CSE)
12. Dr.krish Nayak (ECE)
13. Dr.A.Madhu (H&S)
14. Dr.Thirumalai Raja R (CIVIL)

Employer:

15. D.Venumadhav (Unistring Tech Solutions Pvt.Ltd)
16. B.Renu Aadithya (Tech and Machinery Solutions)
17. B.Pavan (Crystal Technologies)

Alumni students:

18. Mr.R.Suman
19. Ms.I.Vennela
20. Mr.S.Naresh


Principal
Brilliant Grammar School Educational
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Minutes of the Meeting

A Meeting was held on 03/12/2023 in Board Room at 2:00pm and following are the resolutions were made:

Agenda:

1. External Lab Conduction.
2. Application for UGC AUTONOMOUS STATUS
3. Mini and Major Projects.
4. Result Analysis.
5. Attainment Level of CO's-PO's.
6. Skill Development of Students.

The following points were discussed in the meeting:

- Discussed about seminar resolutions of the final year students.
- Suggested about the Project progress review report of mini and main projects.
- Discussed about the result analysis.
- Discussed about the Attainment level of the courses to reach the target level.
- Discussed about the conducting process of External labs and Evaluation process.
- The Emphasis given for providing education based on the industry requirement.
- Discussed about Application process for UGC AUTONOMOUS STATUS

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The following IQAC members were present.

1. Peniel Paul Dass ,Principal(B.Tech)
2. A.N.Radhakrishna ,Coordinator,IQAC
3. Dr.Ch.Kantlam, Principal(Pharmacy)

All Heads of the Departments:

4. Abdul Maqseed.Sk (ECE)
5. D.Chiranjeevi (CIVIL)
6. Lalaiah .K (EEE)
7. S.Jamala Reddy (MECH)
8. B.Upender (CSE)
9. P.Brahmeswari (PHARMACY)
10. P.Venkat Reddy (H&S)

Professor:

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12. Dr.krish Nayak (ECE)
13. Dr.A.Madhu (H&S)
14. Dr.Thirumalai Raja R (CIVIL)

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Alumni students:

18. Mr.R.Suman
19. Ms.I.Vennela
20. Mr.S.Naresh

Handwritten signature in green ink.
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DATE:14.04.2024

CIRCULAR

The Meeting of IQAC will be held on 17/04/2024. All the committee members are requested to attend the meeting without fail to discuss all academic related activities .

Venue: Board Room (G10)

Time: 1:15PM

Agenda:

- 1.Preparation of Midterm question papers.
- 2.Assignments.
- 3.Evaluation.
- 4.Feedback on Faculty.
- 5.Curriculum development.
- 6.Paper publications.
- 7.Remedial classes.
- 8.Guest Lectures.

IQAC Coordinator

D. L. S. R. I. C.
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16. B.Renu Aadithya (Tech and Machinery Solutions)
17. B.Pavan (Crystal Technologies)

Alumni students:

18. Ms.B.Bhavani
19. Ms.B.Prasannalaxmi
20. Mr. T.Kotesh
21. Mr.M.Sai

Dr. D. Venkatesh Reddy
Principal
Brilliant Grammar School Educational
Society's Group of Institutions (7Q)
Abdullapur (V) Abdullapur (M), R.R. Dist. Hyderabad - 501 505



Minutes of the Meeting

A Meeting was held on 17/04/2024 in Board Room at 1:15pm and following are the resolutions were made:

Agenda:

- 1.Preparation of Midterm question papers.
- 2.Assignments.
- 3.Proposal to conduct National level conference for Pharmacy
- 4.Feedback on Faculty.
- 5.Curriculum development.
- 6.Paper publications.
- 7.Remedial classes.
- 8.Guest Lectures.

The following points were discussed in the meeting:

- Discussed about the preparation of mid-term question paper according to the BLOOM'S TAXONOMY.
- To access the student Knowledge,framework, problem solving abilities and various steps were discussed
 - Assignments based Cos is given to the students after completion of each unit.
 - Assignments questions should be chosen from previous years university papers.
- Discussed about the evaluation of mid papers and labs i:e.,answer sheets are scrutinized and evaluation should be transparency.
- Suggestions given to faculty to adopt modern teaching methods.
- Discussed about faculty feedback and suggested as well.
- National Conference for Pharmacy to be conducted in December 2024



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The following members are attended the meeting:

List of Committee Members:

1. Peniel Paul Dass ,Principal(B.Tech)
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19. Ms.B.Prasannalaxmi
20. Mr.T.Kotesh


DIRECTOR-16
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