

GOVERNMENT OF ANDHRA PRADESH

Department of Technical Education

GOVERNMENT POLYTECHNIC, RAJAMPETA

Rajampeta, Kadapa District, Andhra Pradesh – 516126

ACTION TAKEN REPORT

On Implementation of OBE Manual Guidelines & NBA Chairperson's Visit Observations (Oct 2023)

Document Reference	GPR/IQAC/ATR/OBE/2023-26
Period Covered	October 2023 – June 2026 (3-Year Implementation Cycle)
Prepared By	Dr. Y. Sudhakar, Principal & Member Convener, IQAC / Governing Body
NBA Visit Dates	6–8 October 2023 Chairperson: Prof. V.K. Rattan, VC, GNA University
Programmes Covered	Diploma in Civil Engineering Diploma in Mechanical Engineering
Submitted To	National Board of Accreditation (NBA), New Delhi & Directorate of Technical Education, AP

Ref: NBA Chairperson Visit Report | GPR/NBA/CVR/2023-24 | OBE Manual (Feb 2024)

1. EXECUTIVE SUMMARY

Government Polytechnic, Rajampeta (GPR) submits this Action Taken Report (ATR) in fulfilment of the institutional commitment made to the NBA Chairperson's Visit Committee (6–8 October 2023) and in compliance with the Outcome Based Education (OBE) Manual formally adopted on February 2024. This document provides a comprehensive, evidence-based account of all actions taken, measurable improvements achieved, and systemic reforms institutionalised across the three-year period 2023–26.

The NBA Chairperson's visit identified six thematic observation areas across the two accredited diploma programmes — Civil Engineering (DCE) and Mechanical Engineering (DME). Simultaneously, the OBE Manual adoption in February 2024 mandated a structured implementation covering curriculum alignment, Bloom's Taxonomy-based CO framing, CO-PO attainment measurement, and a Continuous Quality Improvement (CQI) cycle. This ATR demonstrates the convergence of NBA compliance actions and OBE operationalisation into a single quality assurance framework.

1.1 Key Achievements at a Glance

METRIC	ACHIEVEMENT
NBA Score — Civil Engg.	619 / 1000 (61.9%) — Accredited 2023-26
NBA Score — Mech. Engg.	579 / 1000 (57.9%) — Compliance enhanced
OBE Manual Adoption	February 2024 — Fully operationalised across all courses
Faculty Trained in OBE	14 faculty members 3 dedicated workshops IQAC monitored
Faculty Training Programs (2023-26)	36 training programs completed NPTEL, NITTTR, NICMAR, IITs
NPTEL Enrollments (2024-25)	29 courses enrolled 3 certifications obtained
CQI Cycles Completed	3 annual CQI cycles IQAC approved calendar
CO Attainment Target	Revised $\geq 60\%$ (AY 2023-24) $\rightarrow \geq 65\%$ (2024-25) $\rightarrow \geq 70\%$ (2025-26)
PEO Revision	5 revised PEOs per programme 7 stakeholder groups consulted
Governing Body Meetings	4 GB meetings (2023-26) 21+ resolutions 100% attendance
Research Contributions	1 Scopus journal publication 2 Design patents registered 1 PhD awarded

2. INSTITUTIONAL PROFILE & FACULTY STRENGTH

Government Polytechnic, Rajampeta is a state Government institution under the Directorate of Technical Education, Andhra Pradesh, established in 2008. It offers two diploma programmes (Civil and Mechanical Engineering) each with an intake of 60 students and is affiliated to the State Board of Technical Education and Training (SBTET), AP.

2.1 Faculty Strength — Civil Engineering Department (Year-wise)

Sl.	Name	Qualification	Designation	Exp.(Yrs)	AY	Status
1	Dr. Mahamood	Ph.D, M.E, B.Tech	Head, Civil Engg	31	2025-26	Regular
2	T. Sreelatha	B.Tech (pursuing M.Tech)	Lecturer	14	2025-26	Regular
3	R. Leena	B.Tech (pursuing M.Tech)	Lecturer	14	2025-26	Regular
4	M.L. Anoop Kumar	M.E, B.Tech	Lecturer (Sr. Scale)	13	2025-26	Regular
5	P. Siva Venkata Prasad	B.Tech	Lecturer	4	2025-26	Regular
6	G. Bala Chandra Reddy	B.Tech	Lecturer	4	2025-26	Regular
7	Sk. Zeenath	M.Sc, NET	Lecturer, Chemistry	1	2025-26	Regular
8	Padmavathamma	M.Sc, M.Phil	Sr. Lecturer, Physics	35	2025-26	Regular
9	N. Raja	M.Sc, B.Ed	Lecturer, Mathematics	12	2025-26	Regular
10	Shabana Shaik	M.A, M.Phil, APSET	Lecturer, English	12	2025-26	Regular

Note: Dr. P. Sujatha (former HOD, 28 yrs exp.) served in CAYm-1 (2024-25) and CAYm-2 (2023-24). Dr. C. Sumalatha was awarded PhD (Feb 2024) during tenure. M. Thippeswamy (M.Tech, 24 yrs) served in CAYm-1 and CAYm-2. Total teaching load: 900 units (CAYm-1/m-2) | 800 units (CAY).

2.2 NBA Accreditation Scores — Summary

Criterion	Max Marks	Civil (DCE)	Civil %	Mech (DME)	Mech %
1. Vision, Mission & PEOs	50	37	74%	38	76%
2. Program Curriculum & T-L	200	140	70%	128	64%
3. Course Outcomes & POs	100	71	71%	69	69%
4. Students' Performance	200	98	49%	78	39%
5. Faculty Info & Contributions	150	95	63%	87	58%
6. Facilities & Technical Support	100	61	61%	65	65%
7. Continuous Improvement	75	42	56%	39	52%

8. Student Support Systems	50	33	66%	33	66%
9. Governance & Finance	75	42	56%	42	56%
GRAND TOTAL	1000	619	61.9%	579	57.9%

3. OBE MANUAL — IMPLEMENTATION STATUS (Feb 2024 Onwards)

The OBE Manual was formally adopted at Government Polytechnic, Rajampeta with effect from February 2024 following the NBA Chairperson's observations that the OBE framework needed strengthening. Implementation was structured across three stages: (i) Curriculum Design alignment, (ii) Teaching-Learning Delivery, and (iii) Assessment & Continuous Improvement, with the Principal serving as the apex authority for all OBE governance decisions.

3.1 OBE Framework Rollout — Stage-wise Action

#	OBE Stage	Actions Implemented	Responsible	Status
1	Stage 1: Curriculum Design	PEOs revised (5 per programme); COs rewritten using Bloom's action verbs (K1–K6); CO-PO-PSO matrices redesigned for 100% courses; Industry advisory board consulted; BoS validated	Principal + HODs	Completed
2	Stage 2: Teaching-Learning	Smart classroom activated; AICTE MOOC courses adopted; blended learning implemented; 36 faculty training programs completed across NITTTR/NPTEL/NICMAR/IITs; NITTT certification obtained	All Faculty	Ongoing
3	Stage 3: Assessment & CQI	CO attainment calculated using 80% direct + 20% indirect method; threshold set at 60% (rising to 70% by 2025-26); 3 CQI cycles completed; gap analysis per course per semester; IQAC-approved CQI calendar	IQAC + PAC	Completed ×3

3.2 Programme Outcomes (POs) — Defined & Mapped

Ten Program Outcomes (PO1–PO10) were defined in full compliance with NBA Tier-I norms for Diploma programmes. Three Programme Specific Outcomes (PSOs) were defined for each programme. All 10 POs are actively mapped to course outcomes across both DCE and DME.

PO No.	PO Title	Description
PO1	Basic & Discipline Knowledge	Apply mathematics, sciences, and engineering fundamentals to solve technical problems
PO2	Problem Analysis	Identify, analyze, and solve well-defined engineering problems using established procedures
PO3	Design & Development	Design solutions for well-defined technical problems; assist in system/process design
PO4	Engineering Tools	Apply modern tools, software, and equipment; conduct standard tests and interpret results
PO5	Society & Environment	Apply engineering practices considering health, safety, legal, cultural, and environmental issues
PO6	Project Management	Use engineering management principles; work as member/leader in a team
PO7	Communication	Communicate effectively in oral and written forms on engineering activities

PO8	Life-Long Learning	Engage in independent and life-long learning in the engineering sub-discipline
PO9	Ethics	Apply ethical principles; commit to professional ethics and responsibilities
PO10	Modern Tools	Apply relevant modern engineering tools and techniques in the chosen discipline

3.3 CO Attainment Calculation Method (Implemented Feb 2024)

The CO attainment is calculated using the following blended formula as mandated by the OBE Manual:

Direct Attainment (DA) = 50% × CA Attainment + 50% × ETE Attainment

Indirect Attainment (IA) = Weighted average from Course End Surveys

Overall CO Attainment = 0.80 × DA + 0.20 × IA (normalised to scale 1–3)

Attainment Level	% Students Above Target	Score (Scale 1–3)	Principal's Action
High	>80%	>2.5 / 3	Frame higher targets; share as best practice
Moderate	60–80%	1.8–2.5 / 3	Continue & strengthen action plan
Low	40–60%	1.2–1.8 / 3	Revise content/delivery; intensive remediation
Not Attained	<40%	<1.2 / 3	PAC review; restructure; HOI intervention

4. ACTION TAKEN ON NBA CHAIRPERSON'S OBSERVATIONS (Oct 2023)

The NBA Chairperson's visit of 6–8 October 2023, chaired by Prof. V.K. Rattan (VC, GNA University), identified thematic observations across six areas. Each observation is addressed below with quantitative evidence of actions taken.

Obs. A1 — OBE Understanding Missing in Faculty

Observation	Faculty lacked adequate understanding of the OBE framework, including PEO/PO/CO linkages and attainment calculation methods.
Actions Taken	(1) Mandatory OBE orientation workshops conducted for all faculty in AY 2023-24 and AY 2024-25. (2) HOD-led internal training sessions on PEO/PO/CO framework, CO attainment calculation, and CQI process. (3) IQAC-monitored OBE implementation calendar established. (4) OBE Manual formally adopted February 2024. (5) Faculty evaluated on OBE documentation quality in annual appraisals.
Statistical Evidence	14 faculty members trained 3 OBE workshops conducted 2 academic years of monitored implementation 100% course files updated with CO-PO matrices IQAC verification completed for all 14 faculty
Documents	OBE Training Attendance Sheets Workshop Schedule & Minutes Faculty OBE Orientation Records IQAC Monitoring Reports Updated Course Files (All Semesters)

Obs. A2 — PEO Statements Generic; Revision Required

Observation	Programme Educational Objectives (PEOs) were too generic and lacked alignment with specific outcomes and industry expectations.
Actions Taken	(1) PEOs for DCE and DME completely revised through multi-stakeholder consultation. (2) Alumni surveys, industry advisory board input, BoS meeting deliberations, and student feedback were systematically collected. (3) New PEOs are SMART-formatted, industry-aligned, and distinctly mapped to Department Mission (DM) and Institute Mission (IM). (4) Vision/Mission/PEOs displayed in all classrooms, laboratories, and principal's chamber. (5) PEO review integrated into annual BoS agenda.
Statistical Evidence	5 revised PEOs per programme (DCE and DME) 7 stakeholder categories consulted BoS validated Displayed in 12+ rooms across campus Annual PEO review cycle established
Documents	Revised PEO Document (Civil & Mechanical) Stakeholder Survey Summary BoS Meeting Minutes Classroom Display Photographs PEO-Mission Mapping Matrix

Obs. A3 — CO-PO Matrix Incomplete / Needs Modification

Observation	CO-PO mapping matrices were incomplete and did not accurately reflect the contribution levels of courses to programme outcomes.
Actions Taken	(1) CO-PO-PSO mapping matrices redesigned for all courses in both DCE and DME using a 3-level strength rating (1=Low, 2=Medium, 3=High). (2) CO attainment now calculated using blended direct (80%) and indirect (20%) method with 60% threshold. (3) All course files updated with revised matrices. (4) PAC reviews CO-PO attainment every semester. (5) Faculty trained on Bloom's taxonomy action verbs for CO writing.
Statistical Evidence	100% courses mapped for DCE and DME CO-PO strength levels 1/2/3 assigned to all COs 10 POs + 3 PSOs mapped per programme Blended attainment formula: 80% Direct + 20% Indirect Threshold: 60% (revised upward annually)
Documents	Updated CO-PO-PSO Matrices (All Courses) CO Attainment Calculation Sheets Course Files Programme Assessment Reports PAC Meeting Minutes

Obs. A4 — Target Levels Set Too Low for Attainments

Observation	Attainment target levels were set too conservatively and did not challenge the system toward genuine improvement.
Actions Taken	(1) Minimum attainment threshold revised from <50% to ≥60% effective AY 2023-24. (2) Progressive targets established: 60% (AY 2023-24) → 65% (AY 2024-25) → 70% (AY 2025-26). (3) Gap analysis reports generated for each course each semester. (4) Remedial sessions organised for students falling below threshold. (5) Slow learner identification and support system formalised.
Statistical Evidence	Threshold AY 2023-24: ≥60% AY 2024-25: ≥65% AY 2025-26: ≥70% Gap analysis generated per course per semester Remedial sessions attendance > 80% of identified slow learners
Documents	Revised Attainment Target Sheets CQI Action Reports Gap Analysis Reports Remedial Session Records & Attendance Slow Learner Identification Registers

Obs. A5 — No Continuous Quality Improvement (CQI) Process in Action

Observation	No formal Continuous Quality Improvement cycle was documented or operational; feedback loops between attainment data and curricular/pedagogical change were absent.
Actions Taken	(1) Formal CQI process implemented with IQAC approval effective AY 2023-24. (2) Annual cycle established: CO Attainment → Gap Analysis → Faculty/HOD Review → Curricular/Pedagogical Adjustment → Re-assessment. (3) Minutes of all CQI meetings documented. (4) CQI calendar approved by IQAC and reviewed by Governing Body. (5) ATR on CQI recommendations submitted to IQAC each year.
Statistical Evidence	3 CQI cycles completed (AY 2023-24, 2024-25, 2025-26) Bi-annual review meetings IQAC-approved CQI calendar 4 GB meetings reviewed CQI progress 21+ resolutions from 17th GB meeting include OBE/CQI directives
Documents	CQI Meeting Minutes (3 AYs) ATR on CQI Recommendations IQAC Approval Letter GB Meeting Minutes with OBE Resolutions CQI Calendar

Obs. A6 — Faculty Research & Professional Development Needs Enhancement

Observation	Faculty research activity and participation in professional development programs was inadequate to support a quality accreditation framework.
Actions Taken	(1) Systematic faculty training plan developed and implemented (2023-26). (2) 36 training programs completed across NITTTT, NPTEL/IIT, NICMAR, IISER, EFL University, and other prestigious institutions. (3) NPTEL MOOC enrollments institutionalised (29 courses in 2024-25; 10 courses in 2025-26). (4) Research output enhanced: 1 Scopus publication (EJBPS), 2 Design Patents registered with Indian Patent Office, 1 PhD awarded (Dr. C. Sumalatha, Feb 2024). (5) AICTE NITTT certification obtained by 2 faculty members.
Statistical Evidence	36 training completions (2023-26) 29 NPTEL enrollments (AY 2024-25) 10 NPTEL enrollments (AY 2025-26) 3 NPTEL certifications obtained 1 Scopus journal paper 2 Design Patents (Design Nos. 436794-001; 6294459; 6295232) 1 PhD awarded 2 faculty obtained AICTE NITTT certification
Documents	Training Completion Certificates NPTEL Course Completion Records Scopus Publication (EJBPS Vol.4, 2025) IP India Design Registration Certificates PhD Award Certificate AICTE NITTT Registration Certificates

5. FACULTY TRAINING & PROFESSIONAL DEVELOPMENT (2023–26)

A comprehensive faculty development programme was designed and implemented over the three-year period 2023-26, directly responding to NBA observations on research and professional competency. Training covered advanced technical skills, OBE pedagogy, digital tools, AI applications, and domain-specific knowledge through prestigious national institutions.

5.1 Training Programs Completed — Summary Table

Sl.	Faculty Member	Training Programme	Duration	Venue
1	Dr P Sujatha	National Workshop on Technological Advancements in Indian Industries	1 Day	CTTC, Bhubaneswar
2	Dr P Sujatha	Laboratory Practices in Earth Sciences: Landscape Mapping (NPTEL)	8 Weeks	IIT Madras (NPTEL-AICTE FDP)
3	T. Sreelatha	GPS, Total Station, Digital Levelling & GIS Applications	3 Weeks	Survey of India, Hyderabad
4	T. Sreelatha	Principles of Construction Management (NPTEL)	8 Weeks	IIT Kanpur
5	T. Sreelatha	Industrial Training Programme — Civil Engineering	3 Weeks	NITTTR, Chennai
6	T. Sreelatha	Sustainable Innovations in Civil Engineering	1 Week	Annamacharya University (Online)
7	T. Sreelatha	Digital Land Surveying & Mapping — DLS&M (NPTEL)	8 Weeks	IIT Roorkee
8	R. Leena	Industrial Training for Civil Engineering Faculty (ITF)	3 Weeks	NICMAR, Hyderabad
9	R. Leena	Project Planning & Control (NPTEL)	8 Weeks	IIT Madras
10	R. Leena	Industrial Training Programme — Civil Engineering	3 Weeks	NITTTR, Chennai
11	R. Leena	Digital Land Surveying & Mapping — DLS&M (NPTEL)	8 Weeks	IIT Roorkee
12	M.L. Anoop Kumar	GPS, Total Station & GIS Applications	3 Weeks	Survey of India, Hyderabad
13	M.L. Anoop Kumar	Internet of Things (IoT)	1 Week	NITTTR, Chennai
14	M.L. Anoop Kumar	Industrial Training Programme — Civil Engineering	3 Weeks	NITTTR, Chennai
15	P. Siva Venkata Prasad	Working with Revit Architecture for Civil Engineering Designs	1 Week	NITTTR, Chennai
16	P. Siva Venkata Prasad	Computer Applications in Project Management	1 Week	NITTTR, Chennai
17	G. Bala Chandra Reddy	Analysis and Design of Structures Using ETABS	1 Week	NITTTR, Chennai
18	G. Bala Chandra Reddy	Revit Architecture	1 Week	NITTTR, Chennai

19	Sk. Zeenath	Industrial Training Program for Faculty (ITF)	3 Weeks	IISER, Tirupati
20	Sk. Zeenath	Industrial Training for Chemistry	3 Weeks	NITTTR, Chennai
21	Sk. Zeenath	AICTE NITTT (8 Modules)	May 2025	AICTE (Reg. No. 20241128549)
22	N. Raja	Industrial Training Program for Faculty (ITF)	3 Weeks	UGC-Malaviya Mission, Univ. of Hyderabad
23	N. Raja	AICTE NITTT (8 Modules)	Sep 2024	AICTE (Reg. No. 20232126588)
24	N. Raja	Industrial Training Program for Mathematics Teachers	3 Weeks	NITTTR, Chennai
25	C. Sumalatha	Solar Photovoltaics Fundamentals, Technology & Applications (NPTEL)	8 Weeks	IIT Madras
26	C. Sumalatha	Physics of Renewable Energy Systems (NPTEL)	12 Weeks	IIT Madras
27	C. Sumalatha	Industrial Training Program for Physics (ITF)	3 Weeks	UGC-Malaviya Mission, Univ. of Hyderabad
28	Ch. Sudhams	English for Research Paper Writing (SWAYAM)	8 Weeks	SWAYAM Platform
29	Ch. Sudhams	Industrial Training for English Faculty	3 Weeks	CCLT, EFL University, Hyderabad
30	Dr. Mahamood	AI Foundation for Polytechnic & Engineering	3 Days	Govt. Polytechnic for Women, Kadapa
31	Dr. Mahamood	Certificate of Mastery — AI Fundamentals & Ecosystem	Online	be10X, AI Career Accelerator
32	Dr. Mahamood	AI Tools and ChatGPT Workshop	Online	be10X

5.2 NPTEL Enrollments — Statistical Summary

Academic Year	Courses Enrolled	Exam Registered	Students Appeared	Certifications	% Cert.
2024-25 (NPTEL_1)	29	5	3	3	100%
2025-26 (NPTEL_2)	10	0	0	0 (ongoing)	—
TOTAL (2023-26)	39	5	3	3	100%*

* 100% certification rate among those who appeared for examination. Notable courses with certifications: (i) Laboratory Practices in Earth Sciences — Dr. P. Sujatha; (ii) Solar Photovoltaics Fundamentals — Dr. C. Sumalatha; (iii) Mathematical Methods in Physics — Dr. C. Sumalatha.

6. RESEARCH CONTRIBUTIONS & INNOVATION (KPI-8 & KPI-9)

Government Polytechnic, Rajampeta has made significant strides in research output and innovation during the NBA accreditation period 2023-26. The following achievements directly strengthen NBA Criterion 5 (Faculty Information & Contributions) and Criterion 7 (Continuous Improvement).

6.1 Research Publications

#	Author(s)	Title	Journal	Year	Index
1	Senthil Kumar Kannan, Dhachinamoorthi Duraisamy, Yajaman Sudhakar	Design and Statistical Optimization of Norfloxacin Nanoparticulate Loaded pH Sensitive Droppable Gel for Ocular Drug Delivery	European Journal of Biomedical & Pharmaceutical Sciences (EJBPS)	2025	SJIF 4.382
2	Ramanadha Reddy S., Venkatachalapathi N.	Physical, Mechanical and Thermal Properties of PLA/ABS/PP/PS Polymer Blend Composites	World Journal of Engineering (Emerald)	2025	Scopus

6.2 Design Patents Registered — Innovation Output

#	Design Title	Lead Inventor	Design No.	Date	Authority
1	Convertible Bench	S. Bala Mohan et al. (incl. S. Ramanadha Reddy, GPR)	436794-001	08/11/2024	Patent Office, Govt. of India
2	Instrument for Detection of Lung Cancer	Dr. Yajaman Sudhakar, Principal, GPR et al.	6294459	05/07/2025	UK Intellectual Property Office
3	IoT Enabled Dissolution Apparatus for Tablets and Capsule Dosage Form	Dr. Yajaman Sudhakar, Principal, GPR et al.	6295232	08/07/2025	UK Intellectual Property Office

6.3 PhD Awarded During Assessment Period

Faculty	Degree Awarded	University	Date
Dr. C. Sumalatha, Lecturer in Physics	Doctor of Philosophy (Ph.D.)	S.V. University, Tirupati	February 5, 2024

7. VERTICAL & HORIZONTAL MENTORING SYSTEM (VHMS) — STUDENT SUPPORT

In response to NBA observations on student support systems (Criterion 8) and in recognition of post-COVID learning recovery needs, a structured Vertical & Horizontal Mentoring System (VHMS) was institutionalised. The Principal chairs the AMMC (Academic Monitoring and Mentoring Cell) and provides institutional oversight for all mentoring activities.

7.1 VHMS Governance Structure

Tier	Role / Authority	Responsibility
Tier 1	Principal (Dr. Y. Sudhakar) Chairperson AMMC	Overall policy, approvals, and institutional oversight for the mentoring system. Reviews monthly AMMC reports and acts on escalated cases.
Tier 2	AMMC Coordinator Dr. Mahamood (2025-26) Dr. P. Sujatha (2023-25)	Coordinate implementation, monitor activities, compile monthly reports, liaise with Principal.
Tier 3	HOD / Faculty Mentors 14 Faculty Members	Vertical mentoring: each faculty assigned 8–12 students across academic years. Minimum 8 interactions per student per year. 100% parent contact compliance.
Tier 4	Student Peer Leaders (Horizontal)	Peer mentoring: senior students guide juniors in academic and socio-emotional domains. Study circles formed per department.

7.2 Mentoring Statistics (2023–26)

Parameter	AY 2023-24	AY 2024-25	AY 2025-26	Target
Students Mentored	42 (III Yr)	New cohorts	37+ tracked	100%
Faculty Mentors	14	14	14	14
Min. Interactions/Student/Year	8	8	8	≥8
Parent Contact Compliance	90%	95%	100%	100%

8. LIBRARY DEVELOPMENT & INFRASTRUCTURE (Criterion 6 & 8)

8.1 Library at a Glance

Resource Category	2023-24 (Rs.)	2024-25 (Rs.)	2025-26 (Rs.)	Total (Rs.)
Books (Civil + Mechanical)	14,067	2,000	27,031	43,098
Print Journals & Magazines	8,400	—	—	8,400
Newspapers	6,696	9,671	9,840	26,207
TOTAL LIBRARY EXPENDITURE	29,163	11,671	36,871	77,705

Additional digital resources: 5,000+ e-books via INFLIBNET N-LIST | 4 computer terminals with Internet | OPAC available | 50-seat reading room | 560 sq.ft. library area | Smart classroom with digital board activated (AY 2024-25) | NBA expenditure: Rs. 36.13 lakh deployed toward academic infrastructure upgrades.

9. GOVERNANCE, GOVERNING BODY & INSTITUTIONAL FINANCE (Criterion 9)

The Principal convenes Governing Body meetings in compliance with NBA Criterion 9 requirements. Four GB meetings were held during the accreditation period 2023-26, each generating specific resolutions related to OBE implementation, infrastructure, and student support.

Meeting	Date	Key OBE / NBA Resolutions
16th GB	30.09.2023	NBA documentation review; IQAC audit verification; academic audit (April 2023); student support systems; financial review FY 2022-23; PolytechFest 2022; freshmen orientation 2023.
17th GB	26.09.2024	Syllabus coverage and SBTET exam readiness; NBA compliance file review; Certificate courses in Python and AutoCAD; Smart classroom activation. Fund utilization reviewed: NBA Rs. 36.13L spent; IPSGM Rs. 2.26L. 21 resolutions passed — the highest in any single GB meeting.
18th GB	10.06.2025	Academic progress AY 2024-25; internal exam schedule; pre-board readiness; SBTET theory exam performance; NBA readiness review; student skill development programs; financial accounts FY 2024-25.
19th GB	12.06.2026	AY 2025-26 academic review; syllabus completion confirmation; board exam results analysis; NBA final compliance documentation; FY 2025-26 financial review and closure.

9.1 Government Budget Utilisation — Key Heads (2023-26)

Head of Account	Sanctioned (Rs.)	Expended (Rs.)	Status
Office Expenses (Stationery)	40,000	40,000	100%
Internet Charges	14,000	14,000	100%
Material and Supplies	40,000	40,000	100%
Postage / Telephone	14,000	14,000	100%
NBA Accreditation Fees	1,16,800	1,18,000	Paid
NBA Infrastructure (IPSGM)	—	2,26,474	Non-Govt.

10. CONSOLIDATED NBA COMPLIANCE MATRIX — PRINCIPAL'S SUMMARY

NBA Criterion	Key Action Taken	Statistical Evidence	Status
C1: Vision & PEOs	5 SMART PEOs revised per programme; displayed campus-wide	Score: CE 37/50 (74%); ME 38/50 (76%)	✓ Completed
C2: T-L Process	OBE Manual adopted Feb 2024; smart classroom; blended learning	Score: CE 140/200 (70%); ME 128/200 (64%)	✓ Ongoing
C3: COs & POs	CO-PO matrices redesigned; 80/20 blended attainment formula	Score: CE 71/100 (71%); ME 69/100 (69%)	✓ Completed
C4: Student Performance	Threshold raised to 60-70%; gap analysis; remedial sessions	Score: CE 98/200 (49%); ME 78/200 (39%) — Improvement zone	⌚ In Progress
C5: Faculty	36 training programs; 2 patents; 1 PhD; 1 Scopus paper; NITTT	Score: CE 95/150 (63%); ME 87/150 (58%)	✓ Enhanced
C6: Facilities	Library: Rs.77,705 invested; 5000+ e-books; smart classroom	Score: CE 61/100 (61%); ME 65/100 (65%)	✓ Improved
C7: CQI	3 formal CQI cycles; IQAC calendar; bi-annual reviews	Score: CE 42/75 (56%); ME 39/75 (52%)	✓ Completed ×3
C8: Student Support	VHMS implemented; 154 students mentored; AMMC constituted	Score: CE 33/50 (66%); ME 33/50 (66%)	✓ Completed
C9: Governance	4 GB meetings; 21+ resolutions; 100% budget utilised	Score: CE 42/75 (56%); ME 42/75 (56%)	✓ Completed

11. CONCLUSION & PRINCIPAL'S DECLARATION

This Action Taken Report comprehensively demonstrates the institutional commitment of Government Polytechnic, Rajampeta to the observations of the NBA Chairperson's Visit Committee (October 2023) and to the full implementation of the OBE Manual adopted in February 2024. Over the three-year accreditation period 2023-26, the institution has:

- (1) Completed 3 full CQI cycles with IQAC oversight and documented evidence of corrective actions.
- (2) Trained all 14 faculty members in the OBE framework; updated 100% of course files with CO-PO matrices.
- (3) Revised PEOs and COs using Bloom's Taxonomy; established a blended 80:20 attainment formula.
- (4) Completed 36 faculty training programs at prestigious national institutions (NITTTR, IITs, NICMAR, IISER, EFL Univ.).
- (5) Achieved 39 NPTEL enrollments with 3 certifications; 2 AICTE NITTT certifications obtained.
- (6) Registered 2 UK Design Patents and 1 Indian Design Patent; published in Scopus-indexed journal; 1 PhD awarded.
- (7) Held 4 Governing Body meetings with 21+ resolutions and 100% member attendance.
- (8) Institutionalised the VHMS mentoring system with 154+ students covered and structured AMMC governance.
- (9) Invested Rs. 77,705 in library development and activated smart classroom facilities.

The institution acknowledges that Criterion 4 (Students' Performance — CE 49%; ME 39%) and Criterion 7 (Continuous Improvement — CE 56%; ME 52%) require sustained effort and the enhanced CQI framework, progressive CO targets (60%→65%→70%), and strengthened mentoring system are specifically designed to address these gaps in the coming academic cycles.

Principal's Declaration

I, Dr. Y. Sudhakar, Principal, Government Polytechnic, Rajampeta, hereby certify that all facts, figures, and outcomes presented in this Action Taken Report are accurate, supported by original institutional records, and made available for verification by the NBA Expert Committee. All documents cited herein are maintained in original at Government Polytechnic, Rajampeta, and are available for physical inspection.

Signature: _____

Dr. Y. Sudhakar

Principal & Member Convener, Governing Body

Government Polytechnic, Rajampeta, Kadapa District, Andhra Pradesh

Date: _____ | Seal:

GPR/IQAC/ATR/OBE/2023-26 | CONFIDENTIAL — Official Submission to NBA