

RAYAGADA AUTONOMOUS COLLEGE; RAYAGADA; ODISHA**The Annual Quality Assurance Report (AQAR) of the IQAC****FOR THE SESSION 2012-13****Part – A****1. Details of the Institution**

1.1 Name of the Institution

RAYAGADA AUTONOMOUS COLLEGE

1.2 Address Line 1

GANDHI NAGAR

Address Line 2

City/Town

RAYAGADA

State

ODISHA

Pin Code

765001

Institution e-mail address

rayagadacollege@gmail.com

Contact Nos.

06856 222130

Name of the Head of the Institution:

SRI SISIR KANTA TRIPATHY

Tel. No. with STD Code:

06856 222130

Mobile:

09437720117

Name of the IQAC Co-ordinator:

SRI SASHI BHUSAN PATNAIK

Mobile:

09437207037

IQAC e-mail address:

rayagadacollege@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

ORCOGN13458

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

March 31, 2007/388

1.5 Website address:

www.rayagadacollege.org

Web-link of the AQAR:

www.rayagadacollege.org/AQAR2012-13

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.10	2007	5 yrs.
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

16/07/2012

1.8 AQAR for the year (for example 2010-11)

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and

Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10

- i. AQAR----- (DD/MM/YYYY)
- ii. AQAR----- (DD/MM/YYYY)
- iii. AQAR----- (DD/MM/YYYY)
- iv. AQAR----- (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ Med ☐ Private ☐Affiliated College Yes ☒ No ☐Constituent College Yes ☐ No ☐Autonomous college of UGC Yes ☐ No ☐Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐Urban ☒ Rural ☐ Tribal ☒Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys.Edu.) ☐TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/UGC / University

UGC

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

2.4 No. of Management representatives

02

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

04

Faculty

02

Non-Teaching Staff /Students

01

Alumni

01

Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Recommended establishment of new building for Post Office, IGNOU and Reading Room.
2. Organisation of seminars on Legal Awareness, Centre State Relation and Formation Of New States.
3. Enhancement of salaries of Staff to promote efficiency.
4. Subscription to Magazines and Journals.
5. Providing computers and reprographers to library.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards Quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Establishment of Conference Hall.	1. Achieved
2. Introduction of feedback provisions.	2. Achieved
3. Assessment of Academic Progress.	3. Achieved
4. Construction of new Class Rooms.	4. Not Achieved
5. Digitization of Library.	5. Not Achieved

2.15

Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ other body ☐

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-----			
PG	-----			
UG	03	---	---	---
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative	----	----	----	-----

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	-----
Annual	-----

1.3 Feedback from stakeholders* (On all aspects)

Alumni ☐ Parents ☐ Employers ☐ S ☐ s ☒

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure-II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus of each teaching department is revised annually by Board of studies to incorporate relevant changes.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	21	13	---	---

2.2 No. of permanent faculty with Ph.D.

09

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	13	---	---	---	---	---	---	---	---

2.4 No. of Guest and Visiting faculty and Temporary faculty

01	--	--
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	---	01	01
Presented papers	---	---	---
Resource Persons	---	---	---

2.6 Innovative processes adopted by the institution in Teaching and Learning:

<ol style="list-style-type: none"> 1. Paper presentation by students in Departmental Seminar. 2. Submission of Project Report.
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2.7 Total No. of actual teaching days during this academic year

180 days

2.8 Examination/ Evaluation Reforms initiated by the Institution
(for example: Open Book Examination, Bar Coding Double Valuation, Photocopy, Online Multiple Choice Questions)

Question setting by experienced teachers of colleges from other districts.
Printing of question papers outside the state to maintain transparency in the system, and
Evaluation of all answer scripts by external examiners.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Every teacher is a member of Board of studies of the Department concerned.

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts	153	42.5	48.4	28.8	20.9	98.03
Commerce	221	50.2	55.6	25.8	9	90.49
Science	108	60	66.7	11.4	17.1	95.23

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes?

The proposals are submitted to the Principal for necessary action.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programs</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Program	-
HRD programs	-
Orientation programs	-
Faculty exchange program	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	03
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	01	----	----
Technical Staff	-----	-----	-----	-----

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Industrial Tour and Field Study.

3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	----	----	----	----
Outlay in Rs. Lakhs	----	----	----	----

3.3 Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	----	----	----	----
Outlay in Rs. Lakhs	----	----	----	----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	----	----	----
Non-Peer Review Journals	----	----	02
e-Journals	----	----	----
Conference proceedings	----	----	----

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations.

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----	----	----	----
Minor Projects	----	----	----	----
Interdisciplinary Projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students research projects (other than compulsory by the University)	----	----	----	----
Any other(Specify)	----	----	----	----
Total	----	----	----	----

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number	----	----	----	----	01
Sponsoring agencies	----	----	----	----	----

3.12 No. of faculty served as experts, chairpersons or resource persons

24

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

Type of Patent		Number
National	Applied	-----

3.16 No. of patents received this year

	Granted	-----
International	Applied	-----
	Granted	-----
Commercialised	Applied	-----
	Granted	-----

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist.	College
-----	-----	-----	----	-----	---	-----

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

02

06

3.19 No. of Ph.D. awarded by faculty from the Institution

01

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

	University level	---	State level	---
National level	International level	---		---

3.22 No. of students participated in NCC events:

	University level	---	State level	46
National level	International level	02		01

3.23 No. of Awards won in NSS:

	University level	---	State level	---
National level	International level	---		---

3.24 No. of Awards won in NCC:

	University level	---	State level	01
National level	International level	01		---

3.25 No. of Extension activities organized

University forum		College forum	--	
NCC	27	NSS	20	Any other
				--

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Organisation of Blood Donation Camp.
- Staging of street play by NCC Cadets on Issues of Social relevance.
- Charitable activities at the local Old Age Home .

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.08 Acres	----	-----	4.08 Acres
Class rooms	21	---	---	21
Laboratories	6	----	----	6
Seminar Halls	02	---	---	02
No. of important equipment purchased (Rs.1-0 lakh) during the current year.	----	----	----	-----
Value of the equipment purchased during the year (Rs. in Lakhs)	-----	-----	-----	-----
Others	-----	----	-----	-----

4.2 Computerization of administration and library

All sections of administrative departments i.e. Office, Admission Cell& Examination Cell etc. have been computerised. Efforts are on for the computerisation of Library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	---	--	1040	2,10,879/-	---	---
Reference Books	---	---	39	11,600/-	--	---
e-Books	---	----	----	----	----	---
Journals	---	----	22	8423/-	---	---
e-Journals	-----	-----	----	----	----	----
Digital Database	-----	----	----	-----	----	----
CD & Video	----	----	-----	----	-----	----
Others (specify)	-----	-----	----	----	-----	-----

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	62	03	05	---	03	04	13	---
Added	--	--	--	--	--	--	--	--
Total	62	03	05	--	03	04	13	--

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Technology up gradation is achieved by computerised drive in teaching departments, providing internet facility through NMEICT at 5 important locations, admission through on line mode.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 0.26 lakh for BSNL charge for NMEICT.
ii) Campus Infrastructure and facilities	Internet facility provided to some teaching departments.
iii) Equipment	-----
iv) Others	----
Total :	0.26 lakh

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

1. As recommended by IQAC advisory committee was formed to monitor and enhance services in the hostel and library.

5.2 Efforts made by the institution for tracking the progression

1. Internal Assessment and Semester Examinations are held to track the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1743	-	-	-

(b) No. of students outside the state

09

(c) No. of international students

No	%
1094	62.8

Men

Women

No	%
649	37.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
734	356	300	92	02	1482	816	441	362	124	02	1743

Demand ratio 2:1 Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Department of Commerce Organised a weeklong workshop on communication skills and personality development.

No. of students beneficiaries

150

5.5 No. of students qualified in these examinations

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NET SET/SLET GATE CAT

IAS/IPS etc. State PSC UPSC Others

5.6 Details of student counselling and career guidance

1. Career counselling and guidance was given by TCS, District Employment Exchange, Aspire Training Academy, Genpact India, NIIT, Innovation Business School IMS Learning Centre, ZICA, Bhubaneswar and many other companies.

No. of students benefitted

200

5.7 Details of campus placement

On Campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	60	06	150

5.8 Details of gender sensitization programmes

An awareness workshop on 'women's Rights' was organised on the campus by the District Judicial Authorities.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural event

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	16	Rs.9,600/-
Financial support from government	616	Rs.22,33965/-
Financial support from other sources	02	Rs.6000/-
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- i. The demand for a bigger Reading Room was fulfilled.
- ii. The demand for additional Class Room and hostel facility also fulfilled.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

- To develop the college into an excellent seat of Higher Education in the Southern and backward part of the state of Odisha.
- To foster wholesome growth in the stakeholders; academic, spiritual and moral.
- To free the vast majority of the students from the shackles of their backwardness and guide them along the mainstream education.
- To infuse the spirit of nation building and social responsibility in the students.
- To launch Post-Graduation studies in some subjects to facilitate the poor and meritorious backward students to avail themselves of higher education at affordable means.
- To equip the learners to update their knowledge and skills as per market needs so as to make them employable in the competitive global situation.

MISSION STATEMENTS:

- The College shall reinforce greater momentum to maintain pace with the changing global scenario in higher education.
- The College shall maintain a healthy balance between the academic and co-curricular activities on the campus by augmenting its human resources.
- The college shall continue with its endeavour to provide suitable platform and exposure to curb the backwardness of the stakeholders.
- The college shall strive to strengthen the democratic and secular values among the students.

6.2 Does the Institution has a management Information System

-No-

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- i. New topics introduced in syllabi.
- ii. Organising Seminars by all teaching departments.

6.3.2 Teaching and Learning

- i. Timely completion of courses.
- ii. Providing a conducive study atmosphere for students.

6.3.3 Examination and Evaluation.

- i. Questions setting by teachers of other districts.
- ii. Printing question papers outside the state.
- iii. Evaluation of Semester answer scripts by external examiners.

6.3.4 Research and Development

The teachers engaged in research activities are provided with all administrative assistance.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1. Text books, Reference books and Journals are purchased.
- 2. Procurement of equipment for science departments.
- 3. Reading Room for students.
- 4. Funds sanctioned for four large sized class rooms.

6.3.6 Human Resource Management

The College optimally manages human resource. Members of the staff withstand all hardship to cope with the heavy workload and extra-curricular responsibilities.

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

- | | |
|----|---|
| i. | Local industrial houses are invited for campus placement. Students make industrial tours to the peripheral industries. J.K. Paper Mills, IMFA and UAIL provide financial assistance on specific occasions and for extension activities. |
|----|---|

6.3.9 Admission of Students

Free, fair and transparent on line admission process is in force Admissions are made purely on basis of merit with due regard to reservation rules of the government of Odisha.

6.4 Welfare schemes for

Teaching	The staff association supports adequately extending financial help in adverse situations
Non-teaching	Festival advance is given by the institution. Financial assistance is provided by the staff association in times of emergency.
Students	<ol style="list-style-type: none"> 1. Financial assistance by SAF 2. Stipend to SC/ST students 3. Merit scholarship to meritorious students 4. Banishree scholarship to students with disabilities.

6.5 Total corpus fund generated

- Nil-

6.6 Whether annual financial audit has been done Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	---	---	✓	Academic Bursar and Principal
Administrative	Financial Audit	K. C. Mohanty & Co. Chartered Accountants	---	---

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

1. Coding of Answer scripts
2. Conduct of Examination in Semester pattern.
3. Conduct of Internal Assessment Examination.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University encourages more affiliated colleges under it to adopt autonomy.

6.11 Activities and support from the Alumni Association

Alumni extend support in extracurricular and extension activities to promote social responsibility in students

6.12 Activities and support from the Parent – Teacher Association

Parents more often interact with teachers and the administration and extended moral and logistic support for development of the institution.

6.13 Development programmes for support staff

Orientation programmes are organise on e-admission by this nodal centre for the colleges of the district.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Criteria

Regular campus cleaning by NSS, NCC and YRC volunteers.

Local Municipality administration deputes its staff for campus cleaning.

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Squad system to make the campus ragging free .
2. Internal squad for hassle free conduct of examinations.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. The road map is prepared at the commencement of the academic session in the meeting of staff council.
2. Squad teams are formed to keep a regular vigil on the activities of the students during work hours. Each team is assigned with duties to move I the campus from time to time on weekly rotation basis. The reporting of the team are reviewed by the principal.
3. Internal squads are formed to perform regular checking of examinees at the gate before commencement of each sitting of examination. Also such squads perform checking during the course of examination which resulted in conduct of examination in free and fair manner. This message spreading to the other colleges of the district has resulted in good response in them.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Transparency in Examination.
2. Teacher-student and Community relationship.

7.4 Contribution to environmental awareness / protection

1. Environmental studies is made compulsory for all the three streams.
2. Conduct of plantation awareness programme in adopted villages by NSS Units.
3. Observation of environment awareness month by NSS units.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Being the only institution imparting under graduate students with honours in all streams and attracting large number of students for enrolment; has led to decline in the student-teacher ratio and also impacted the functioning of the college adversely.

8. Plans of institution for next year

1. To conduct skill development programme for teaching and non-teaching staff.
2. To setup a communication laboratory for imparting communication skill to the students.
3. To setup question bank in each teaching department to benefit the students.

Name : Sri SashiBhusanPatnaik
 Reader in History
 Signature of the Coordinator, IQAC

Name : Sri SisirKantaTripathy
 Principal
 Signature of the Chairperson, IQAC

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