

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. 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:

Dr. K.C. MISHRA

Tel. No. with STD Code:

06856-222130

Mobile:

09438069779

Name of the IQAC Co-ordinator:

SRI S.N. TRIPATHY

Mobile:

09583343576

IQAC e-mail address:

rayagadacollege@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) ORCOGN13458

1.4 Website address:

www.rayagadacollege.org

Web-link of the AQAR:

www.rayagadacollege.org/AQAR15-16

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	70.10	2007	5YEAR
2	2 nd Cycle	B	2.35	2015	5YEAR
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

16.07.2012

1.7 **AQAR for the year** (*for example 2010-11*)

2016-17

1.8 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 12-10-2011)

- i. AQAR 2014-15 submitted to NAAC on 27/08/2015 (DD/MM/YYYY)4
- ii. AQAR 2015-16 submitted to NAAC on 08/03/2016 (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ 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 ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

BERHAMPUR UNIVERSITY

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

Autonomy by State/Central Govt. / 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

03

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students Alumni 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. Launching of Women's Hostel constructed from UGC fund from 2017-18.
2. Uploading of college syllabi in the college website for students.
3. Initiative for construction of new library building & multifunction hall.
4. Supply of stationary and uniform material at subsidised rate.

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 Women's Hostel.	Achieved
2. Establishment of new Library building.	Achieved

* Attach the Academic Calendar of the year as Annexure.

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

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

1. Canteen is established.
2. Digitisation of library, Examination and students management is implemented.
3. Steps initiated for opening of women's Hostel.

Part – B

Criterion – I

I. 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* Alumni ☐ Parents ☐ Employers ☐ Students ☒
(On all aspects)

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

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

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

Syllabi is uploaded every year by boards of studies..

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
44	36	08	-	-

2.2 No. of permanent faculty with Ph.D.

08

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	07	
Presented papers	-		
Resource Persons	-		

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

1. Audio-visual Teaching.
2. Teaching of language by resource persons.
- Enacting street play on important issues.

2.7 Total No. of actual teaching days during this academic year

180

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

Digitisation of Examinations.

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

44

2.10 Average percentage of attendance of students

83.5%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A Final	258	32.5	32.9	40.6	0.3	76.74
B.Sc Final	204	71	70.5	4	0.5	75
B.Com Final	256	51.9	21	45.7	7.8	74.61

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

Principal, as the chairman of IQAC and Academic Bursar, a member of IQAC monitor and evaluate the teaching and learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	-

Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	
Others	

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	12	NIL	04	-
Technical Staff	NIL	1	-	-

Criterion – III

3. Research, Consultancy and Extension

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

1. Undertaking research is made easier by sanctioning leave and paying salary if needed.
2. Industrial and scientific study tour are organised for sensitization.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	01	
Non-Peer Review Journals			
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					From own fund

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

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

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	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
01	-	-	-	01	01	-

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

01

03

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

-

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

30

National level

04

 International level

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

04

 International level

3.25 No. of Extension activities organized

University forum		College forum		
NCC	15	NSS	15	Any other -

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

- Blood donation camp organised by Red Cross.
- Swatch Bharat Avhyan by NSS & NCC cadets .
- Awareness and sensitization programmes by NSS volunteers.

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	4.08acres	-	-	4-08acres
Class rooms	31	06	State Govt and own fund	88 Lac.
Laboratories	11	-	-	11
Seminar Halls	02	01	-	03
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	40 desktops	own	21 Lac.
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Digitization of Library, Administration , Examination and students management implemented.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37697		2249	5,11,847	39946	-
Reference Books	1698		72		1770	-
e-Books	-	-	-	-	-	-
Journals	14	8262	-	-		
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	108	02	05	Wifi Campus	02	02	13	-
Added		-	-		-	-	-	-
Total	108	02	05	-	02	02	13	-

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

- Internet access is provided to staff and students .
- Automation is implemented.

4.6 Amount spent on maintenance in lakhs :

i) ICT	50,668
ii) Campus Infrastructure and facilities	94 Lac
iii) Equipments	2 Lac
iv) Others	-
Total :	96,50,668/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC team constantly interacts all concerned for necessary improvement in support services.

5.2 Efforts made by the institution for tracking the progression

Progress of students is tracked by conducting internal assessments..

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2692	-	-	-

(b) No. of students outside the state

50

(c) No. of international students

-

No	%
1692	63

Men

Women

No	%
996	37

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
716	560	641	496	-	2413	848	620	803	398	03	2692

Demand ratio

1.4:1

Dropout 5%

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

Coaching for competitive examinations is given in the language laboratory.

No. of students beneficiaries

220

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career guidance and counselling is given by the placement cell of the college.
Campus placement is conducted by Vedanta Alumina.

No. of students benefitted

200

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	50	15	-

5.8 Details of gender sensitization programmes

Awareness and training for self-defence of girls given through a govt. sponsored programme.

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 events

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	27	24,300/-
Financial support from government	1553	5000/- each
Financial support from other sources	08	24,000/-
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:

1. Drinking water facility improved.
2. Hostel facility for women.
3. Appointment of teachers by govt..

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- *To bring all round development in the students in this backward region.
- *To make them competent to compete at the national level.
- *To update their knowledge and skill to meet the market need.
- *To free them from backwardness and integrate the disadvantage into the mainstream. To include the spirit of nation building and social responsibility
- *Strengthen secular and democratic values among them.

6.2 Does the institution has a management information system

Yes. Management information is disseminated to the stake holder through the college website, calendar and notice displayed on the notice boards.

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

6.3.1 Curriculum Development

- Curriculum is updated by board of studies every year .
- Departmental Seminars are organised.

6.3.2 Teaching and Learning

- Extra classes are held on holidays for slow learners.
- Audio-visual aids are used for teaching.
- Study materials are supplied.

6.3.3 Examination and Evaluation

- Complete digitisation of examination
- Question setting & evaluation by external examiners.
- Coding of answer scripts.

6.3.4 Research and Development

- Teachers are allowed leave to do research work.
- Funds sanctioned for participating external seminar.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- 2249 books are added into the library.
- Library digitisation implemented .
- 40 numbers of desktop are purchased..
- New library building & reading room constructed.
- Women's Hostel Started.

6.3.6 Human Resource Management

- Additional faculty are engaged to cope with additional burden of work.
- Govt. Posted 24 no. Of lecturers .
- 5 No. Of help staffs are engaged for easy transaction of services .

6.3.7 Faculty and Staff recruitment

- 24 nos of lecturers are posted by govt..
- 19 lecturers are engaged by the college.
- 5 No. Of help staffs are engaged.

6.3.8 Industry Interaction / Collaboration

- There is constant interaction with nearby industry like J.K. Corp., Utkal Alumina and Vedant (P) Ltd for campus placement.
- 15 nos. of students are recruited by Vedanta.
- Financial assistance is extended to the institution by the local industries..

6.3.9 Admission of Students

e-Admission of students is taken up by SAMS and regulated by DHE Odisha.

6.4 Welfare schemes for

Teaching	
Non teaching	Festival advance Concession of admission fees for their children.
Students	1. Financial assistance for SAF 2. Stipend to SC/ST students .. 3. Banisree Scholarship for differently abled students. 4. Distribution of Laptop to meritorious students . 5. Supply of Uniform at subsidised rate. 6. Scholarship to meritorious Students.

6.5 Total corpus fund generated

–

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	-	-	Yes	Principal and Academic Bursars
Administrative	-	-	Yes	Principal and Administrative Bursars.

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. Gate and internal squared checking during examination.
2. Coding of answer scripts.
3. Question setting and evaluation done by external examiners.

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

University is highly cooperative and makes all transaction smooth.

6.11 Activities and support from the Alumni Association

Alumni association provide feedback and cooperation actively with development process of the institution.

6.12 Activities and support from the Parent – Teacher Association

Parent –Teacher meetings are made from time to time.

6.13 Development programmes for support staff

-

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

- Plantation activity is undertaken.
- Cleaning by municipality staff at times..
- Swatch Bharat Avian by students & Staff.

Criterion – VII

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.

- Regular conduct classes.
- Use of ICT-facility.
- Adequate security measures undertaken.
- Interaction & Presentation in language Lab.
- Hiring of resource person from the locality

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

- Women's hostel opened.
- Seminars are held.
- Computers purchased.
- Canteen opened.
- New IT Lab, Reader Room & Library constructed.
-

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

1. Transparency in Examination and evaluation.
2. Ragging free campus..

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- EVS studies made compulsory.
- ECO awareness programme by NSS and NCC.
- Swatch Bharat avian conducted.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

The management, Staff council discuss different problems and find the remedies.

The College has one of the best NCC units. Many cadets are recruited by police, paramilitary & military forces.

8. Plans of institution for next year

- Improvement of infrastructure, construction of 1st floor on the administrative block.
- Holding of golden jubilee function
- Timely holding of exam and publication of result.
- Organising national seminars.

Name S.N. Prakash

[Signature]
07/07/17

Signature of the coordinator, IQAC

Name Dr. K.C. Mishra

[Signature]
27/7/17

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
