

## 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

#### 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:

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 <sup>st</sup> Cycle	B	70.10	2007	5YEAR
2	2 <sup>nd</sup> Cycle	B	2.35	2015	5YEAR
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

16.07.2012

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

2015-16

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 \_\_\_\_\_ (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

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. Digitisation of library is in process.
2. IQAC resolutions published.
3. Career Counselling & placement for 20 students.
4. IT Laboratory developed by purchased 42 computers.
5. Canteen is opened.
6. Financial accounts are made accountable through Bank Challan.
7. RAYCOS is given a fresh vigour.
8. CBCS Course Successfully implemented.

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 canteen	Achieved
3.IT Laboratory establishment	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

## 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	NCC added as elective subject	00	Language orientation and communicative skill into language lab.
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>				
Interdisciplinary				

Innovative				Defence training for girls
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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.

CBCS system is newly implemented successfully as per the UGC guideline.

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
51	40	11	-	-

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
4	4	-	-	-	-	-	-	-	-

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	03	
Presented papers	-		
Resource Persons	-		

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

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. Submission of Project by Students.</li> <li>2. Use of Audio Visual System.</li> <li>3. Language skill development through computers.</li> </ol> |
|---|

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

180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

51		
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2.10 Average percentage of attendance of students

83%
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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	204	35%	36.27	36.76	4.41	77.45
B.Sc Final	123	63.41%	73.17	6.61%	-	79.67
B.Com Final	221	38%	26%	41.17%	8.59%	71.04

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

Principal, as the chairman of IQAC evaluates the teaching and learning process as per the road map designed by IQAC.

2.13 Initiatives undertaken towards faculty development



<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	
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	08	-	3	-
Technical Staff	04	-	1	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

Support is provided to teachers for doing research .  
 .industrial and scientific study tours are organised to sensitize the students.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-D-SC-1	-	-	-
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			
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 <i>(other than compulsory by the University)</i>				
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					02
Sponsoring agencies					- Govt. Of Odisha. Utkal Alumina

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
	-	-	-	-	-	-

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 08

National level 02 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

National level 01 International level

### 3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

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## 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	27	4	State Govt and Management	31
Laboratories	12	-	-	12
Seminar Halls	02	-	-	02
No. of important equipments purchased ( $\geq$ 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

Digitization of Administration , Examination and under way .  
e-Admission in force.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36030		1667	402079	37697	-
Reference Books	1698					-
e-Books	-	-	-	-	-	-
Journals	14	8262	-	-	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	66	03	05	Wifi Campus	03	02	13	-
Added	42	-	-		-	-	-	-
Total	108	-	-	-	-	-	-	-

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

<p>Internet facility to all teaching departments.          Internet facility to all students in wi-fi mode.          Efforts initiated for digitisation of Library, Administration and Examination.</p>
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4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text"/>
iii) Equipments	<input type="text" value="20,13,000"/>
iv) Others	<input type="text"/>
<b>Total :</b>	<input type="text" value="20,13,000"/>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC team constantly interacts with Professors In charge of Library, NSS, NCC, Career Counselling Cell, Superintendent of Hostels and simultaneously with the stakeholders for necessary improvements and changes in support services.

#### 5.2 Efforts made by the institution for tracking the progression

Progress of the students is tracked on regular basis from their performance in internal assessment and semester examinations.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2413	-	-	-

#### (b) No. of students outside the state

#### (c) No. of international students

-

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
832	426	391	176	02	1825	716	560	641	496	-	2413

Demand ratio

Dropout %

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

Needy Students are given remedial coaching by respective departments . Awareness created by conduct of career counselling both by in house and outside counsellors.

No. of students beneficiaries

200

#### 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

Local industries are invited to conduct career counselling for employment. Proposes in alumina and paper industries.  
 3 Career guidance session are conducted by outside state organisation.  
 3 nos. Of campus placement drive conducted and 24 students are placed in Vedanta Alumina & J.K.Papers.

No. of students benefitted

### 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
02	63	24	-

### 5.8 Details of gender sensitization programmes

Awareness camp organised by Girl's NCC on "Dowry as a social evil".  
 Self defence training for girls-453 girls trained.  
 Gender sensitization camp organised by girls NCC in adopted village.

### 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



The Institution has its website, college -  ndar(Handbook of in -  tion) and notice board and -  facilities.

**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	23	20700.00
Financial support from government	1069	63,95,000
Financial support from other sources	9	27000
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  12

5.13 Major grievances of students (if any) redressed:

1. Canteen to be set up.
2. Women’s Hostel to be started.
3. Faculty and Support staff required.

Criterion – VI

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

- \*To bring allround development in the students in this backward region.
- \*To make them compentent 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.

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

#### 6.3.1 Curriculum Development

- New curriculum CBCS (Choice Based Credit System) implemented.
- Organising of seminars as a part of curriculum introduced.

#### 6.3.2 Teaching and Learning

- Teaching by using computers.
- Remedial classes are taken.
- Supply of study materials.
- Use of Led Projection

#### 6.3.3 Examination and Evaluation

- Transparent mode of conduct of examination.
- Setting of question and evaluation by external examiner.
- Coding of answer scripts.
- Timely conduct of Examination and publication of result.

#### 6.3.4 Research and Development

- Teachers are encouraged for undertaking research activity.
- Teachers are allowed to attend national and international seminars.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- 1667 new books added to library.
- 42 new computers purchased to set up a full fledged IT lab with internet facilities.
- New library building constructed.
- New reading room constructed.
- Newly constructed women's hostel to be made operational.

#### 6.3.6 Human Resource Management

- To cope with the additional work load in the newly adopted CBCS syllabus.
- Teachers engaged extra classes for course completion. Employees work around the clock to meet the examination and admission needs burden which is also extended to vacation period.

#### 6.3.7 Faculty and Staff recruitment

- 04 nos. Of Asst-Professor/Lecturer appointed.
- 01 nos. Of teaching staffs are appointed.
- The management has resolved to recruit more staff in the coming academic session.

#### 6.3.8 Industry Interaction / Collaboration

- Collaboration has been constantly initiated with local industrial houses such as J.K Paper, Vedanta Alumina, IMFA Ltd, UAIL Ltd for recruitment of our pass out students. As a result 24 campus selection have been made by these institution.
- Members of their industries have been inducted in IQAC & management
- Financial assistance by the institution for students program.

#### 6.3.9 Admission of Students

Admission through e-admission process under Students Academic Management System(SAMS) supported by Dept. Of Higher Education, Govt. Of Odisha.

#### 6.4 Welfare schemes for

Teaching	
Non teaching	Festival advance to the non-teaching staff by the management.
Students	1. Financial assistance to students by SAF 2. Stipend to SC/ST students by Government. 3. Merit scholarship by Government. 4. Distribution of Laptop to meritorious students by the Government. 5. Sake of college uniform and study material by RAYCO at very low cost at subsidised prices.

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Nil

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	-	-	-	<b>Principal and Academic Bursars</b>
Administrative	-	-	-	<b>Principal and Administrative Bursars.</b>

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 checking and internal squared checking during examination.
2. Coding of answer scripts.
3. Semester pattern continuous.
4. 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 extends all possible assistant to promote autonomy.

6.11 Activities and support from the Alumni Association

Alumni association provide feedback and cooperation in the development process of

#### 6.12 Activities and support from the Parent – Teacher Association

Parent –Teacher meetings are organised by each teaching department.

#### 6.13 Development programmes for support staff

Computer and skill development programmes are organised for support staffs.

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

- Plantation is taken up at regular intervals.
- Campus cleaning under Swatch Bharat Abhiyan.
- Cleaning by local administration.
- Cleaning by N.C.C and N.S.S cadets.

### 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.

- Use of ICT in teaching.
- Security measure are initiated, by the engagement of security guards.

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

- Course complication by engaging extra classes.
- Publication of result in time.
- Recruitment of teaching and non teaching staffs.
- Construction of new library building classrooms.

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

1. Transparency in Exam.
2. Continuous efforts for overall development of students through various support services.

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

#### 7.4 Contribution to environmental awareness / protection

- EVS is a compulsory subject in curriculum.
- Plantation in campus
- Participation in Swatch Bharat Abhiyan.

7.5 Whether environmental audit was conducted? Yes  No

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

- Management /Administration efficiently handled the increased enrolment in this college by engaging adequate teaching and non teaching staffs.
- Proposal for celebration of the Golden Jubilee in 2016.

**8. Plans of institution for next year**

- Introduction of new welfare scheme for students & staff.
- Digitalize office, Examination and Library.
- Start canteen & women's hostel.
- Construction of cycle stand.
- Holding Golden Jubilee 2016.

Name \_\_\_\_\_

Name \_\_\_\_\_

  
03/08/2016

  
3/8/16

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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**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

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