

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

AQAR for the year (for example 2013-14)

I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:



Tel. No. with STD Code:

06728-222032

Mobile:

9438089170

Name of the IQAC Co-ordinator:

Dr. Biswajit Mohapatra

Mobile:

9437012751

IQAC e-mail address:

nccollegeiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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)

BC/55/RAR/040 Dated:27.03.2011

1.5 Website address:

www.ncac.in

Web-link of the AQAR:

<http://www.ncac.in/AQAR2015-16.doc>

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 ⁺	81.15	2006	5yrs
2	2 nd Cycle	B	2.86	2011	5YRS
3	3 rd Cycle				
4	4 th Cycle				



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

12.08.2015

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 _____ (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)

SELF Financing Courses
BBA,BCA,MSW,M.Sc(Comp.Sc.)

1.11 Name of the Affiliating University (for the Colleges)

Utkal University, Bhubaneswar

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

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence

UGC-CPE

Yes

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

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

nil

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 03

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

To provide internal audit in Academic progress and application of computer knowledge in staff members for awareness as well as construction, renovation of new buildings in college campus.

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
Course Progress as per academic calendar	Achieved 100%

* 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

To prepare AQAR from the date of establishment of IQAC since 12.08.2015.

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	02	nil	04	nil
UG	03	nil	01	nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	05		05	
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	06
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

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.

Every year board of studies of all departments are convened and necessary revision is made as per their suggestion.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	8	13	nil	nil

2.2 No. of permanent faculty with Ph.D.

9

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
0	30	-	-	-	-	-	-	0	30

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	4	12
Presented papers	0	2	7
Resource Persons			05

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

Along with lecture method some science faculty take help of power point presentation and ICT application in class room teaching. Students are also provided study materials on important related topics of different subjects.

180

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

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

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

12 18 0

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 %
UG (ARTS)	232	150	120	69	-----	95.68
UG (Sc.)	134	98	108	14	-----	94.00
UG (Com.)	174	78	103	51		90.22
PG (Math.)	24	---	09	15	----	100.00
PG (History)	24	-----	16	08	-----	100.00

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

IQAC not formed

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
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	81	53	nil	nil
Technical Staff	10	07	nil	nil

Criterion – III

3. Research, Consultancy and Extension

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

Initiative is taken to bring MRP to start research work in Institution.

3.2 Details regarding major projects- Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects- Nil

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	70	29	10
Non-Peer Review Journals	-	-	-
e-Journals	-	06	-
Conference proceedings	9	81	9

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			01		42
Sponsoring agencies					

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

Type of Patent		Number
National	Applied	Nil
	Granted	Nil

3.16 No. of patents received this year

International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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
Nil						

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

Nil

Nil

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

Nil

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

JRF Nil

SRF Nil

Project Fellows Nil

Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil

State level Nil

National level Nil

International level Nil

3.22 No. of students participated in NCC events:

University level Nil

State level Nil

National level Nil

International level Nil

3.23 No. of Awards won in NSS:

University level Nil

State level Nil

National level Nil

International level Nil

3.24 No. of Awards won in NCC:

(last Four Years)

University level State level
 National level 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

- Botanical garden was created by Dept. of Botany & YRC volunteers by planting more than 60 plants of medicinal value in side the college premises.

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	27.69 Acres	nil	Donated by the Founder of college	27.69 Acres
Class rooms	24	18	State government	42
Laboratories	08	01	State government	09
Seminar Halls	14	nil	State government	14
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	one	nil	State Govt.	01
Value of the equipment purchased during the year (Rs. in Lakhs)	2,86,020	nil	State govt & U.G.C	2,86,020
Others				

4.2 Computerization of administration and library

1. Admission is done by e-admission (SAMS software)
2. Salary bill is done through HRMS software
3. Letters despatched and received through e-despatch software
4. Scholarship is managed through e-Medhabruti software
5. Automation of Examination Section will be done from next session
6. Initiative is taken to make library from RUSA grant .

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	53882	~ Rs 5297963	6046	Rs 1668003	53882	5297963
Reference Books	28383	~ Rs 2775025	151	65047	28383	~ Rs 2775025
e-Books						
Journals	83	282177			83	282177
e-Journals	--	--	--	--	--	--
Digital Database	01	45000			01	45000
CD & Video	50	Supplied with Books	09	Supplied with books	50	Supplied with Books
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	50	01	25	01	01	6	20	-
Added	07	-	02	-	-	3	8	-
Total	57	01	27	01	01	9	28	-

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

Training at intervals is provided to teachers and students by the computer science department for upgrading their knowledge in computer .

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.25 lakhs
ii) Campus Infrastructure and facilities	4lakhs
iii) Equipments	12 lakhs
iv) Others	0.5 lakhs
Total :	16.75 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Career counselling cell is established.

5.2 Efforts made by the institution for tracking the progression

Placement cell prepares a data base of progression of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	64	nil	nil

(b) No. of students outside the state

Nil

(c) No. of international students

Men	No	%	Women	No	%

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio - Dropout % -

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations **Data not available**

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

The College placement cell and career counselling cell have taken up the responsibility of organising seminars and personal interactions so as to make them acquainted with various career prospects.

No. of students benefitted

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	320	28	24

5.8 Details of gender sensitization programmes

No programmes held

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(in Rs)
Financial support from institution	-----	-----
Financial support from government	-----	-----

Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Pure drinking water is provided in college and hostels.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

The institution envisions a bright future and encourages the students to march towards ever higher objectives with focus on interdisciplinary research and innovative ideas.

MISSION

- To inculcate qualities of nobility, beauty and bravery for a progressive, prosperous and powerful India.
- To promote a set of values to strengthen human bonds.
- To build students as effective instruments of social change.
- To promote scientific temper and inquisitive spirit for a brighter tomorrow.
- To create a climate of confidence for all round academic achievement of students.
- To inspire students to commit themselves to have a meaningful life.
- To promote tolerance and fellow feeling among students for mutual accommodation of interests.

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

Board of studies constituted for each department consisting of members from the department and outside experts. The board of studies meeting is convened in the beginning of the session to update and modify the course as per requirement. Choice Based Credit System is planned to be soon.

6.3.2 Teaching and Learning

Besides classroom teaching, proctorial classes are held in which student are divided into smaller groups and a teacher is in charge of each group. In proctorial classes students are academically mentored and counselled by the faculty and all their problems related to academic matter are solved. Seminar advisor of each department helps students for their seminar presentation and the faculty guide the students to prepare their project report.

6.3.3 Examination and Evaluation

The college adopted semester system of examination. In each paper 20% weight age is given to internal evaluation and 80% weightage to external evaluation. Internal evaluation is done by the faculty members of the concerned department while external evaluation is done by experts from other colleges or universities.

6.3.4 Research and Development

Though there is limited scope for research in a government college, the college encourages its faculty to apply for minor and major projects to UGC and other funding agency. Research laboratories are provided to interested faculty members. A research committee is constituted to monitor the research and development work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. internet facility to all department
2. New instruments are purchased for science departments
3. Construction of new bloc initiated.

6.3.6 Human Resource Management

Academic and administrative bursars manage the human resource of the institution.

6.3.7 Faculty and Staff recruitment

As it is a Government college faculty and staffs are recruited by the Government of Odisha. Faculties are recruited through Odisha Public Service Commission (OPSC) by the Government of Odisha as per U.G.C regulations.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

The admission to undergraduate classes is done through e-admission process by Student Academic Management System (SAMS) centrally by the Government of Odisha.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	PMS

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	Yes	CDC Utkal university, Bhubaneswar	No	
Administrative	No		No	

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?

Automation of the examination section is under process

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

NA

6.11 Activities and support from the Alumni Association

Alumni association supports college administration in time of need.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teachers meeting is held once in a year to consider their suggestions on education and discipline to maintain healthy atmosphere in the campus and also to sort out the problems faced by the students and parents in previous years.

6.13 Development programmes for support staff

Trainings are provided to enhance their skills.

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

Awareness programme about the benefit of plantation and rally to create awareness were organised on the auspices of YRC Unit of the college. A massive plantation drive was organised by the volunteers of YRC and they created a herbal garden in the college campus.

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.

The following innovations have been introduced to enhance the academic standards of the N.C.Auto.College, Jajpur

1. Internal quality check for enrichment of academic curriculum:
 - Regular inspection by the College Visiting Squad.
 - Ensuring engagement of classes, and attendance by students.
 - Maintenance of internal discipline and checking the entry of outsiders.
2. Strict adherence to the Academic Calendar provided by the Govt.
3. Dress code for students
4. Induction meeting to familiarize the freshers with the academic atmosphere and to make them aware of the services available.
5. An effective proctorial system
6. Strategic planning, teamwork and emphasis on e-Learning and e-administration.
7. Formation of various committees for effective academic and financial audits, and monitoring quality of teaching.
8. Formation of various committees for effective academic and financial audits, and monitoring quality of teaching.
9. Formulation of various Committees such as Executive Committee, Finance Committee, Academic Council, Board of Studies, Examination Committee, Building Committee, and Development Committee to execute the matters related to the respective fields.
10. Introduction of up-to-date syllabuses
11. Holding regular seminars, group discussions, and mandatory attendance by the students.
12. Submission of projects by the UG and PG students.
13. Efforts to ensure all-round personality development of the students by holding different competitions.
14. Enabling the students to be competent in the use of ICT
15. Constitution of committees to look after the matters related to co-curricular/extra-curricular activities.
16. Banning ragging in the College and in hostels
17. Undertaking community service through NCC, NSS and Red Cross units of the College.
18. Ensuring prompt attention by Grievance Redressal Cell, Career Counseling Cell, Women Harassment Cell and anti-ragging cell to the problems faced.
19. Computerization of most of the departments in the last four years.
20. Cataloguing of books in the library.
21. Maintenance of a well-equipped reading room in the library and another reading room providing facilities for competitive examinations.
22. Conduct of remedial classes.

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

- I. **Participatory Learning: A best tool for quality assurance in Teaching Learning system.**
- II. **Innovative Teaching Learning : A strong method for academic atmosphere.**

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

7.4 Contribution to environmental awareness / protection.

Awareness programme about the benefit of plantation and rally to create awareness was organised on the auspices of YRC Unit of the college.

7.5 Whether environmental audit was conducted? Yes No

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

<p style="text-align: center;"><u>Strengths</u></p> <ol style="list-style-type: none"> 1. Highly qualified, dedicated, enthusiastic faculty. 2. Zealous students 3. Young faculty having good research background 	<p style="text-align: center;"><u>Weaknesses,</u></p> <ol style="list-style-type: none"> 1. Inadequate faculty member and non teaching staffs. 2. Inadequate physical infrastructure 3. Inadequate research facility and research grant
<p style="text-align: center;"><u>Opportunities</u></p> <ol style="list-style-type: none"> 1. To become potential centre of Excellence 2. To become a good research institute 	<p style="text-align: center;"><u>Challenges</u></p> <ol style="list-style-type: none"> 1. Inadequate infrastructural development fund 2. Inadequate research grant

8. Plans of institution for next year

1. Completion of automation of library
2. Automation of examination centre.
3. Completion of New Commerce block.
4. Completion of New Science Block

Name Dr. Pradyumn Mohapatra

Signature of the Co-ordinator, IOAC
N.C. (Auto.) College, Jajpur

Name Dr. Gadadhar Behera 28.07.2016

Signature of the Chairman, IOAC
N.C. (Auto.) College, Jajpur

