

## 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) **AQAR-2017-18**

### Part - A

#### 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:

Mobile:



Name of the IQAC Co-ordinator:

Ajaya Kumar Samal

Mobile:

9437154285

IQAC e-mail address:

nccollegeiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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 27-3-2011

1.5 Website address:

www.ncac.in

Web-link of the AQAR:

http://www.ncac.in/AQAR2017-18.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 <sup>st</sup> Cycle	B+	81.15	2006/2007	5years
2	2 <sup>nd</sup> Cycle	B	2.86	2011	5years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

2006

12.8.2015

2017-18

Revised Guidelines of IQAC and submission of AQAR

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

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 12-10-2011)

- i. AQAR 2014-15 \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR 2015-16 28-7-16 \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR 2016-17 30-11-17 \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State -Yes 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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Self-financing courses

1.12 Name of the Affiliating University (for the Colleges)

Utkal University Bhubaneswar



1.13 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

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

2.4 No. of Management representatives

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

02

2.9 Total No. of members

10

2.10 No. of IQAC meetings held 02



2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff  Students  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.  1 International  National  State  Institution Level  01

(ii) Themes  CBCS AND EXAMINATION REFORMS

2.14 Significant Activities and contributions made by IQAC

- 1. Satisfactory progress of courses and conduct of departmental academic review
- 2. Organisation of Seminar

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
Completion of Courses and Organisation of Seminar	Satisfactory progress of courses and a seminar on CBCS and examination reforms was organised and departmental academic review conducted.

\* 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

Steps taken for completion of Courses and Organisation of Seminars.

Revised Gu

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## 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	2		2	
UG	3		2	2(MSW/Comp.Sc
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	5		4	2-self-financing
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	6
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.

Board of Studies meet every year and make changes in syllabi if necessary'

- 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
22	18	04		

2.2 No. of permanent faculty with Ph.D.

10

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	30							4	30

2.4 No. of Guest and Visiting faculty and Temporary faculty

19

Nil

5-ADHOC

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	8	
Presented papers	2	4	
Resource Persons			

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

Power point presentation and question-Answer methods are adopted. Study materials are provided.

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)

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

22

75%



2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	238 passed	134	120	99	19	92.96
BSc	131 passed	109	120	11		90.97
BCom	146 passed	63	90	53	03	76.04
PG(HIST/MATH)-28=22			23+13	5	3	

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

Internal Assessment Exams, Class Tests and Unit Tests and Departmental seminars are organised.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01(2017-18)
UGC – Faculty Improvement Programme	01(2017-18)
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	13	38	Nil	09
Technical Staff	12	32	Nil	





## Criterion – III

### 3. Research, Consultancy and Extension

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

Faculty members are encouraged to publish research articles, participate and present papers in seminars. They are advised to apply for Major and Minor research Projects.

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(2017-18)

	International	National	Others
Peer Review Journals	04	02	01
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:(2017-18)- $2.019+3.15+1.248=6.282$

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.

-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 /Seminars organized by the Institution

Level	International	National	State	University	College
Number					05
Sponsoring agencies					Respective Departments

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	Nil
	Granted	Nil
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
02			Yes			

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

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

National level  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  International level

3.25 No. of Extension activities organized =05



University forum

College forum

NCC

NSS

02

Any other

03

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

- Zone-level YRC Volunteers' Study-cum-Training Camp, YRC Blood Donation Camp, Yrc AIDs Awareness programme were held.

• NSS organised a Clean up drive on the campus and competitions(Quiz and Debate) among 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	27.69 acres			27.69 acres
Class rooms	40	New Science Block	State Govt	40+1 Science Block
Laboratories	08			08
Seminar Halls	14	Mini Conference Hall	RUSA Grant	14+01=15
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Equipment for science stream	State govt.	
Value of the equipment purchased during the year (Rs. in Lakhs)				10 lakhs
Others		03 Hostels under construction		



#### 4.2 Computerization of administration and library

1-e-admission has been introduced.2-Salary bill is prepared through HRMS software3-Automation of examination section4-initiative is being taken to have Barcode system in library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	53882	5297963	6046+86	1668003 +25000	60014	5322963
Reference Books	28383	2775025	151	65047	28383+151	2775025
e-Books					83	282177
Journals	83	282177				
e-Journals					01	45000
Digital Database	01	45000			55	
CD & Video	50	Supplied with books	05	Supplied with books		
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	57	01			01	09	28	01(La ngua ge Lab)
Added								
Total	57	01			01	09	28	01

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

There is wi-fi system Deptt. Of Computer science provides training to teachers on request.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT



ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

**Total :**

### Criterion – V

## 5. Student Support and Progression

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

The following committees/cells provide student support services.1- Career Counselling Cell2-Equal Opportunity cell3-Internal Complaints Committee.

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

The progress and performance of students are analysed in Academic Council. The Examination Committee discusses the results of students department-wise and the HODs are requested to monitor the progress.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2182	110		120(Self-Financing)

(b) No. of students outside the  state

(c) No. of international students

Men	No	%	Women	No	%
		25%			

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



586(UG PG	111	43		740 58	550	101	51			702 55
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Demand ratio

Dropout %

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

Nil

No. of students beneficiaries

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

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

5.6 Details of student counselling and career guidance

Career Counselling Cell has been functioning in the college to provide information and guidance on job opportunities available.

No. of students benefitted

30

5.7 Details of campus placement(By Self-Financing Wing)

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1+1=02	40+60=100	6+8=14	2+14=16

5.8 Details of gender sensitization programmes

ICC has adopted a resolution to organise a gender sensitization programme very shortly.



## 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	Best Graduate/Post Graduate	
Financial support from government	Students apply for scholarships	
Financial support from other sources		
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: \_\_\_\_\_





## 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.

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 and Academic Council meet every year and modify the syllabi if need arises.

6.3.2 Teaching and Learning

Lecture mode, Question-answer mode adopted. Class and Unit tests done. Seminars organised.



6.3.3 Examination and Evaluation

1-Internal Exams.2-Sem Exams.3-Class tests and Unit tests.4-internal/External evaluation.

6.3.4 Research and Development

The College encourages faculty to apply for MRPs,participate and present papers in seminars.There is an Academic Research Committee.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1-Internet facility.2-New books are purchased every year.3-Proposal for e-library.

6.3.6 Human Resource Management

Academic Bursar and Administrative Bursar deal with human resources.

6.3.7 Faculty and Staff recruitment

Group-C and Group-D are recruited by Govt.The OPSC recruits Lecturers as per UGC norms.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission to UG classes is done through e-admission process by SAMS(Students Academic Management System).Admission to PG classes done manually.

6.4 Welfare schemes for

Teaching	Cooperative Society in College
Non teaching	As Above
Students	

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	yes	CDC,Utkal University(Previous Year)		
Administrative				

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?

The University has recently made some changes in Question-Patterns relating to very short type questions. Some changes in respect of back papers are there.

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

6.11 Activities and support from the Alumni Association

The Alumni Association has been functioning since 2016. The GB of the Association met in June 2016 and resolved to free the campus from encroachment.

6.12 Activities and support from the Parent – Teacher Association

The parents and newly-admitted students participate in Induction ceremony and interact with teachers on course structure, exams and other related matters. It is held in July.

Revis



6.13 Development programmes for support staff

Trainings are provided to enhance the skills.

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

The Eco Club has been recently established. There is a proposal for plantation programme.

**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.

1. EOC
2. ICC
3. Academic Review Committee
4. Eco-club
5. Academic Research Committee
6. Anti-raging cell
7. Departmental Seminars
8. GD and quiz in Language Lab.
9. Induction Ceremony
10. Implementation of academic calendar.

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

Completion of courses and organisation of seminars were the major targets. Departmental Academic Review was conducted. Departmental seminars were organised.



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

1. Inculcation of scientific temper and inquisitive spirit.
2. Timely completion of courses.

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

7.4 Contribution to environmental awareness / protection

The Eco Club promotes awareness about the importance of environment.

7.5 Whether environmental audit was conducted? Yes  No

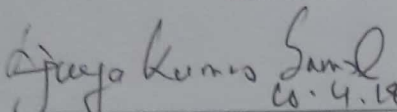
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

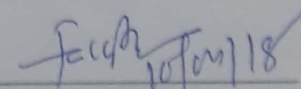
1. Strength- A rural based college with majority of girls students
2. Weakness- Students with poor communication skill as village school products.
3. Opportunity- Ample opportunity to grow as there is an industrial corridor near by.
4. Women empowerment and gender sensitization.

### 8. Plans of institution for next year

1-Timely completion of Courses as per Academic calendar. 2-E-Governance 3-Completion of hostels under construction 4-Opening of Bed programme.

Name Ajaya Kumar Samal Fakir Mohan Mallick

  
Co-ordinator, IQAC  
Signature of **N.C. (Auto.) College, Jajpur**

  
Chairman, IQAC  
Signature of **N.C. (Auto.) College, Jajpur**

