# VIKRAM DEB AUTONOMOUS COLLEGE, JEYPORE(K)

## ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE YEAR 2011-12

## NAAC TRACK –IRCOGN 13417

# ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC FOR 2011-12

## PART-A

1. DETAILS OF THE INSTITUTION

1.1 Name of the Institute: Vikram Deb Autonomous College, Jeypore

1.2 Address Line 1: At/PO: Jeypore , District :Koraput , State :Odisha PIN:764001

Address Line 2: At/PO: Jeypore , District :Koraput , State :Odisha PIN:764001

City/Town: Jeypore

State: Odisha

Pin Code: 764001

Institution e-mail address: vdacollege@gmail.com

Contact Number: 06854-251395

Name of the Head of the institution: Smt.C. Savitri

Tel. No. with STD Code: 06854-251395

Mobile No: 9439474366

Name of the IQAC Coordinator: Sri Ranjan Kumar Pradhan

Mobile No: 9437338582

IQAC e-mail address:  vdacollegeiqac@gmail.com

1.3 NAAC Track ID   : ORCOGN13417

1.4 Website address: www.vikramdebcollege.org

Web –link of the AQAR: --------------------------------------

1.5 Accreditation Details

| Sl No | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|-------|-------|-------|------|----------------------|-----------------|
| 1 | Cycle-1 | B++ | | 2007 | 2012 |

1.6 Date of establishment of IQAC:  09/2/2012

1.7 AQAR for the year: 2011-12

1.8 Details of the previous year`s AQAR submitted to NAAC after the latest Assessment and

Accreditation by NAAC

i.AQAR 2012-13 Submitted to NAAC on 16/05/2015

i. AQAR 2013-14 Submitted to NAAC on: 09/05/2015

ii. AQAR 2014-15 Submitted to NAAC on: 04/05/2015

1.9 Institutional Status:  Co-education        : Semi Urban

Financial Status        : UGC 2(f) and UGC

: Grant in aid +Self financing

1.10 Type of Faculty/Programme : Arts  (BA) (MA), Science (B.SC), (M.Sc.) and

Commerce(B.Com) ,(M.Com), BBA & BCA

1.11 Name of the affiliating University: Berhampur   University. Dist: Ganjam   , State: Odisha

1.12 Special status conferred by Central/State government –UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. /University: Yes

**2. IQAC Composition and Activities**

2.1 No of teachers: Six

2.2 No of Administrative/Technical staff: One

2.3 No. of students: Three

2.4 No of management representatives: Nil

2.5 No of Alumni: Nil

2.6 No of other stake holders: Nil

2.7 No of employers/Industrialists: One

2.8 No of external experts: Two

2.9 Total No of members: 10

2.10 No of IQAC meetings held: Nil

2.11 No of meetings with various stakeholders:

Faculty: Nil          Non teaching staff: Nil     Alumni: Nil          Others: -----------

2.12 Has IQAC received any funding from UGC during the year: No

2.13 Seminars and Conferences (Only quality related)

(i) Number of seminars/Workshops/Symposia organized

Total No: Nil

International level: Nil

National level: Nil

State level: Nil

Institution level: Nil

(ii)Themes:

2.14 Significant Activities and contributions made by IQAC

(I)Introduction of weekly seminar in every Department.

(ii)Introduction of lesson plan and progress register by teachers.

(iii)Increase in quality of teaching by the use of ICT in teaching and learning process.

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. Attach academic calendar of the year.

| Plan of Action | Achievements |
|---|---|
| 1. Introduction of weekly seminar in all Departments.<br>2. All the Departments to get IT equipments like Computer, Printer, LCD projector and internet connectivity.<br>3. Introduction of Lesson plan and progress report. | 1. Successfully carried out in most Departments.<br><br>2. Most of the Departments are equipped with the IT equipments and NMEICT net work connectivity.<br>3. Lesson plan and progress report was maintained and supervised by the principal. |

2.15 Whether the AQAR was placed in statutory body?

No

## 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 |
|---|---|---|---|---|
| PG | Five  (5) | Nil | Nil | Nil |
| UG | Five  (5) | Nil | Three (3) | Nil |
| PG Diploma | Nil | Nil | Nil | Nil |
| Advanced Diploma | Nil | Nil | Nil | Nil |
| Diploma | Nil | Nil | Nil | Nil |
| Certificate | Nil | Nil | Nil | Nil |
| Others | | | | |
| Total | Seven (10) | Nil | Three(3) | 03 |
| Inter-disciplinary | Nil | Nil | Nil | Nil |
| Innovative | Nil | Nil | Nil | Nil |

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

Semester: All (BA, B.Sc., B.Com, BBA, BCA, MA, MSc.M.Com)

Trimester: Nil          Annual: Nil

1.3 Feedback from stakeholders: Alumni-No                    Parents- No

Students-Yes

Mode of feedback: Online---No                    Manual--Yes

(Please provide an analysis of the feedback in the Annexure)

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

| |
|---|
| No |

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. Professor | Associate Professor | Profes sor | Others |
|---|---|---|---|---|
| 21 | 10 | 11 | Nil | Nil |

2.2 Number of permanent faculty with PhD: 04(Four)

2.3 Number of faculty positions Recruited (R) and Vacant (V)

| Asst. Professor | | Associate Professor | | Professor | | Others | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| R | V | R | V | R | V | R | V | R | V |
| | | | | | | | | | |
| | | | | | | | | | |

2.4 Number of Guest and visiting faculty and temporary faculty:

Guest faculty: 36      Visiting faculty: NIL      Temporary faculty: Nil

2.5 Faculty participation in conferences and symposia.

| No of faculty | International level | National level | State level |
|---|---|---|---|
| Attended | Nil | 01 | 02 |
| Presented Paper | NIL | NIL | NIL |
| Resourse Person | NIL | NIL | Nil |

2.6 Innovative processes adopted by the institution in teaching and learning.

Use of ICT in teaching and learning process.

2.7 Total No of actual teaching days during the 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)

No such initiatives.

2.9 No of faculty members involved in curriculum restructuring /revision /syllabus

development as member of board of study/Faculty /Curriculum Development workshop:

| Member of board of study | Faculty | Curriculum development workshop |
|---|---|---|
| 14 | | Nil |

2.10 Average percentage of attendance of students. : 76%

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total number of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | Ist. % | IInd. % | IIIrd.% | Pass % |
| BA | 205 | 47.3% | 32% | 34% | | 88% |
| B.Sc | 91 | 52% | 59% | 5% | | 67% |
| B.Com | 224 | 67% | 47% | 33% | | 82% |
| BCA | 39 | 00% | 36% | 51% | | 87% |
| BBA | 37 | 00% | 38% | 32% | | 70% |
| MA(Hist) | 21 | | 14% | 33% | | 57% |
| MA(Econ) | 21 | | 52% | 28.5% | | 86% |
| MA(Pol. SC) | 13 | | 15% | 77% | | 92% |
| M.Com. | 15 | | 80% | 13% | | 93% |
| M.Sc (Chem) | 12 | | 67% | 16% | | 83% |

2.12 How does the IQAC contribute/monitor/evaluate the teaching & learning process.

IQAC Conducts analysis of result programme wise, course wise and suggests necessary

remedial measures. Again from student feedback the support services are critically analyzed

and necessary corrective measures are advised. The Academic calendar and the time table of different programme are scrutinized and academic audit in regular interval conducted.

2.13 Initiatives undertaken towards faculty development.

| Faculty/Staff Development programme | No of faculty benefitted |
|---|---|
| Refresher Courses | 01 |
| UGC faculty development programme | Nil |
| HRD programme | Nil |
| Orientation programme | Nil |
| Faculty exchange programme | Nil |
| Staff training conducted by the University | Nil |
| Staff training conducted by the institution | Nil |
| Summer / Winter schools , workshops etc. | Nil |
| Others | Nil |

2.14 Details of Administrative and technical staff.

| Category | Number of permanent employees | Number of vacant positions | Number of permanent positions filled during the year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 12 | 04 | 01 | Nil |
| Technical Staff | 15 | 05 | Nil | Nil |

**Criterion-III**

3. Research, Consultancy and extension.

3.1 Initiative of the IQAC in sensitizing /promoting / Research climate in the institution.

Motivated teachers to carry out research work.

3.2 Details regarding major projects.

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | Nil | Nil | Nil | Nil |
| Outlay in Rs Lakhs |  |  |  |  |

3.3 Details regarding minor projects.

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | Nil | Nil | Nil | Nil |
| 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, industries and other organizations. Nil

| Nature of the Project | Duration Years | Name of the funding agencies | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | | | | |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Sponsored by University/College | | | | |
| Students Research project. (other than compulsory by the university) | | | | |
| Any other(Specify) | | | | |
| Total | | | | |

3.7 No of books published    I) With ISBN No: Nil    Chapters in edited Books: Nil

ii) Without ISBN No: Nil

3.8 No of University Departments receiving funds from

UGC-SAP: ------------    CAS: ----------    DST-FIST: -----------    DPE: --------    DBT: --------

3.9 For colleges    Autonomy: ----------    CPE: ----------    DBT Star Scheme: ----------

INSPIRE: ----------    CE: ----------    Any other (specify):-----------

3.10 Revenue generated through consultancy: -Nil

3.11 No of conferences organized by the institution:

| Level | Internatio nal | National | State | Univers ity | Colle ge |
|---|---|---|---|---|---|
| Number | | | | | |
| g Sponsorin agencies | | | | | |

3.12 No of faculties served as experts, chair persons and resource persons: 05

3.13 No of collaborations International: Nil          National: Nil    Any other: Nil

3.14 No of linkages created during this year: Nil

3.15 Total budget for research for current year in lakhs,

From funding agency: ----------From management of University/College: ----------- Total: Nil

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 Number of research awards/ recognitions received by faculty and research fellows of the institute in the year

| Total | International | National | State | University | District | College |
|-------|--------------|----------|-------|------------|----------|---------|
| Nil   |              |          |       |            |          |         |

3.18 Number of faculty from the institution who are Ph.D. guides and students registered under them: Nil

3.19 No of Ph.D. awarded by faculty from the institution: Nil

3.20 No of research scholars receiving the fellowship: Nil

JRF: ----------        SRF: ----------    Project fellows: ----------        Any others: --------

3.21 No of students participated in NSS events: Nil

University Level: ----------State level: ----------      National level: ----------International level: ---

3.22 No of students participated in NCC events:

University Level: ----------State level: 26------      National level: 18      International level:

3.23 No of Awards won in NSS: Nil

University Level: ----------State level: ----------      National level: ----------International level: ---

3.24 No of awards won in NCC: Nil

University Level: ----------State level: ----------      National level: ----------International level: ---

3.25 No of extension activities organized: 04(Two blood donation Camps, Two Campus cleaning programme)

University forum: ----------College forum: 04      NCC: ----------NSS: --------Any other: --------

3.26 Major activities during the year in the sphere of extension activities and institutional social responsibility.

Participation of NCC Cadets and YRC volunteers in maintaining discipline and managing traffic during festivals like Rath Yatra and Durga Puja.

**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 | 25 Acers | Nil | State Govt. | 25 Acers |
| Class Room | 36 | Nil | State Govt. | 36 |
| Laboratories | 12 | Nil | State Govt. | 12 |
| Seminar halls | 02 | Nil | State Govt. | 02 |
| No of important equipments purchased (> 1 Lakh) during the current years | Nil | Nil | | Nil |
| Value of equipment purchased during the year(Rs in lakhs) | ------ | ----- | --------- | |
| Others | | | | |

4.2 Computerization of administration and library.

SAMS (Student Academic Management System), HRMS (Human Resource Management System) are two systems of computerization of administration. However the process of computerization of has already started.

4.3Library services

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No | Value | No | Value | No | Value |
| Text Book | 38848 | NA | 707 | 200000/- | 39555 | |
| Reference Book | 5525 | NA | Nil | | 5525 | |
| e-Books | Nil | | Nil | | Nil | |
| Journals | Nil | | Nil | | Nil | |
| e-Journals | Nil | | Nil | | Nil | |
| Digital Database | Nil | | Nil | | Nil | |
| Others | | | | | | |

4.4 Technology up gradation (Overall)

| | Total Computers | Computer Labs | Internate | Browsing Centres | Computer Centers | Office | Dept. | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 38 | 04 | 15 | | | | | |
| Added | 04 | --- | --- | | | | | |
| Total | 42 | 04 | 15 | Nil | Nil | | | |

4.5 Computer, Internet access, training to teachers and students and any other programme

for technology up gradation. (Networking, e-Governance)

| |
|---|
| Nil |

4.6 Amount spent on maintenance in lakhs

| | Item | Amount spent |
|---|---|---|
| I | ICT | Nil |

| Ii | Campus infrastructure & facilities | Nil |
|----|-----------------------------------|-----|
| Iii | Equipments | Nil |
| Iv | Others | Nil |
| | Total | Nil |

**Criterion-V**

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about student support services.

Students are sensitized about various student support services by college colander and feedback forms.

5.2 Efforts made by the institution for tracking the progression

Student progression is monitored by proctor system.

5.3 Total number of students

| UG | PG | PhD | Others | Total |
|----|----|-----|--------|-------|
| | | | | |

(b)Number of students from outside state: Not available

(c)Number of international students: Nil

| Men | | Women | | (d) |
|---|---|---|---|---|
| Number | % | Number | % | |
| | | | | |

(e)

| Last Year | | | | | | This Year | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SC | ST | OBC | P.C. | Total | General | SC | ST | OBC | P.C. | Total |
| 1677 | 346 | 356 | | | | 1678 | 353 | 368 | | | |

Demand ratio:                                                      Dropout %:-------

5.4 Details of student support mechanism for coaching for competitive examinations.

Every department is taking care of the students with special reference to various soft skill and weekly group discussion sessions are organized. Students are trained how to face interview board.

Number of student beneficiaries: Data not available

5.5 Number of students qualified in these examinations

NET: 01            SET/SLET: ------------  GATE: ----------    CAT; -------------    IAS/IPS: -----------

State PSC: ------------                       UPSC: ------------  Others: ----------

5.6 Details of student counseling and career guidance.

Along with regular academic seminars the career guidance is an important aspect. Many departments invite guests from Industries for the purpose.

Number of student benefitted: Data not available.

5.7 Details of campus placement

| On campus | | | Off campus |
|---|---|---|---|
| Number of organizations visited | Number of students participated | Number of student placed | Number of student placed |
| | | | |

5.8 Details of gender sensitization programmes

| No such programme |
|---|

5.9 Student 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 Scholarship and financial support

|  | Number of students | Amount |
|---|---|---|
| Financial support from the institution | Nil | Nil |
| Financial support from Government | 518 | Rs 27,91,675/- |
| Financial support from other sources | Nil | Nil |
| Number of students who received international /National recognitions | Nil | Nil |

5.11 Student organized / initiatives

Fair: State / University level: --------Nil-- ------- National level: -----Nil------ International level: Nil

Exhibition: State / University level: Nil--------- National level: -Nil---------- International level: -Nil

5.12 No of social initiatives undertaken by the students: 04

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

The institutional vision aims at transforming higher education into an effective instrument for socio-economic change and to develop scientific temper, high moral values and respect for truth and non-violence among citizens.

6.2 Does the institution has a management information System

The college has SAMS(Student Academic Management System) and HRMS (human Resource Management System)

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

6.3.1 Curriculum Development

The college conducted meeting of board of studies for each department and minor change in curriculum is incorporated.

6.3.2 Teaching and learning.

Student centric teaching methods are adopted. More stress has been given to use of ICT in teaching and learning process.

6.3.3 Examination and evaluation

It was decided to hold one Term End Examination and two Internal Assessments in one semester. Out of the two Internal Assessments one is Internal Examination and the other will be home assignment.

6.3.4 Research and Development.

Teachers are advised to apply for Minor / Major Research Projects. To inculcate interest in research the revised curriculum contains a paper of 100 marks for Project work.

6.3.5 Library, ICT and Physical infrastructure/instrumentation

New books are procured, Invertors, LCD projectors, computers, printers are purchased. Lab equipments like pH –meter, Conductivity meter, Spectrophotometers are installed in Labs of Physics, Chemistry and Biology Depts.

6.3.6 Human Resource Management

The administration is monitored by HRMS (Human Resource Management System) by the state Govt.

6.3.7 Faculty and staff recruitment.

This is a Govt. College and the College Authority (Principal) has no role on appointment of staff or teaching posts. However the principal can appoint Part time contractual teachers.

6.3.8 Industry Interaction/ Collaboration

No Industry Interaction / Collaboration

6.3.9 Admission status

Admission in to the college conducted by SAMS (Student Academic Management System). The system is a part of e- admission process under taken by Govt. of Odisha.

6.4 Welfare schemes for

| Teaching Staff | As per Govt. of Odisha  norms. |
|---|---|
| Non teaching Stsff | As per Govt. of Odisha  norms. |
| Students | As per Govt. of Odisha  norms. |

6.5 Total corpus fund generated: Nil

6.6 Weather annual financial audit has been done: Yes/ No

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes / No | Agency | Yes / No | Agency |
| Academic | | | | |
| Administrative | Yes | AG | | |

6.8. Does the university/ Autonomous College declare result within 30 days?

For UG Programmes : Yes

For PG Programme : Yes

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

| |
|---|
| No initiatives for examination reform. |

6.10 What efforts are made by the University/Autonomous College for examination reforms?

| |
|---|
| |

6.11 Activities and support from Alumni Association

| |
|---|
| Annual Meeting |

6.12 Activities and support from the parent-teacher Association

> No parent –teacher association

6.13 Development programmes for support staff

> The staff quarters meant for support staff have been repaired and necessary extension and renovation works were carried out.

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

> The college campus is inside a mango groove which gives an eco-friendly ambient. Again every
> Year during Banamahochhava new trees are planted.

**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 & learning processes.

7.2 Provide the action taken report (ATR) based on the plan of action decided upon at the

beginning of the year.

> The plan of action carried out smoothly.

7.3 Give two best practices of the institution (See the NAAC self Study Manuals)

> Vikram literary Society and Vikram lecturer series by eminent scholars.

> Fair examination practices with transparent evaluation system.

7.4 Contribution to environment awareness / protection.

> Plantation activity in the month of August during BANAMAHOCHHABA.

7.5 Whether environmental audit was conducted? Yes /No

No

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

> 1. Disciplined and receptive students, dedicated teaching staff are the two aspects of the strength of the college which helps the college to overcome all odds.

8. Plans of institution for next year

> 1. Increase in student participation in sports and games.
> 2. Organization of national seminar in all the PG Departments.

Name : Sri Ranjan Kumar Pradhan                    Name : Smt. C. Savitri

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Signature of the Coordinator, IQAC        Signature of the Chairperson, IQAC