ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

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: **http://www.vikramdebcollege.org/ORCOGN13417_Vikram Deb Autonomous College, Jeypore.doc**

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: 2014-15

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

i. AQAR 2011-12 Submitted to NAAC on

ii. AQAR 2012-13 Submitted to NAAC on

iii. AQAR 2013-14 Submitted to NAAC on

iv. AQAR 2014-15 Submitted to NAAC on

1.9 Institutional Status: Co-education

: Semi Urban

Financial Status : UGC 2(f) and UGC 12(B)

: Grant in aid +Self financing

1.1 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: Four

2.11 No of meetings with various stakeholders:

   Faculty: 01   Non teaching staff: 01   Alumni: Nil   Others: -----------

2.12 Has IQAC received any funding from UGC during the year: Yes
      If Yes, Mention the amount: Rs 300000/-(Rupees three lakhs only)

2.13 Seminars and Conferences (Only quality related)

   (i) Number of seminars/Workshops/Symposia organized

   Total No: Three

   International level: Nil

   National level: Nil

   State level: 02 (two)

   Institution level: 01(one)

   (ii)Themes: Quality sustenance in Higher Education.

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.

   (iv)Increase in student participation in sports and games during Annual Athletic Meet.

   (v)Increase in computer literacy by sensitization programme.

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. 2. All the Departments to get IT equipments like Computer, Printer, LCD projector and internet connectivity. 3. Introduction of Lesson plan and progress report.	1. Successfully carried out in most Departments. 2. Most of the Departments are equipped with the IT equipments and NMEICT net work connectivity. 3. Lesson plan and progress report was maintained and supervised by the principal.

2.15 Whether the AQAR was placed in statutory body?   Yes / No

 Executive Committee: No   Academic Council: Yes

Provide the details of the action taken:

Academic council approved the initiatives of IQAC.

Part-B

Criterion-I

1. Curricular Aspects

1.1 Details about Academic Programmes

Lavel 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	One(1)	One(1)	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others				
Total	Seven (7)	One (1)	Three(3)	
Inter-disciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (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.

> The curriculum is revised on the basis of CBCS system which will be effective from 2015-2016 academic sessions.

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

A new centre (Community College) has started from 2014-2015 academic session with a programme Diploma In Retail Management.

Criterion-II

2. Teaching, Learning and Evaluation

2.1Total No of Permanent faculty

Total	Asst. Professor	Associate Professor	Professor	Others
12	8	4	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
15	14	NIL	NIL	NIL	NIL	----	----	14	15

2.4 Number of Guest and visiting faculty and temporary faculty:

Guest faculty: 22   Visiting faculty: NIL   Temporary faculty:15

2.5 Faculty participation in conferences and symposia.

No of faculty	International level	National level	State level
Attended	03	04	02
Presented Paper	NIL	NIL	NIL
Resourse Person	NIL	NIL	02

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
08		01

2.10 Average percentage of attendance of students. : 78%

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	233	57	49	35	05	89
B.Sc	193	69	69	03	07	79
B.Com	225	51	45	37	04	86
MA(Economics)	22		36	31	---	73
MA(Pol.Sc)	30		27	51	---	87
MA(History)	34		41	55	---	94
M.Sc(Chemistry)	09		67	---	---	67
M.Com	31		66	09		94
BBA	25	00	44	40	04	88
BCA	39	00	38	28	01	67

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	04
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.

The new curriculum proposed for 2015-16 academic session based on CBCS mode which includes 100 marks of a project paper in the VI th. Semester of UG classes and in IV th. Semester of PG classes.

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	International	National	State	University	College
Number			02		
Sponsoring agencies			Dept. of Higher Education (Orissa)		

3.12 No of faculties served as experts, chair persons and resource persons: 04

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: 28------　National level: 42　　　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:07 (Two blood donation Camps, one two day training programmme on disaster management, Two active citizenship programme ,Two swachha Bharat programme.)

University forum: ----------College forum: 07   NCC: ----------NSS: --------Any other: --------

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

The NCC wing of the college actively participated in Swachha Bharat programme conducted by the Sub Collector for cleaning of Jagannath Sagar.

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	18	State Govt.	54
Laboratories	12	06	State Govt.	18
Seminar halls	02	01	State Govt.	03
No of important equipments purchased (> 1 Lakh) during the current years	Nil	Nil		Nil
Value of equipment purchased during the year(Rs in lakhs)	------	03 Lakhs	State Govt.	
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.

4.3 Library services

	Existing		Newly added		Total	
	No	Value	No	Value	No	Value
Text Book	40200	NA	528	213486	40728	
Reference Book	5525	NA	68	53372	5593	
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	Department ments	Others
Existing	42	04	15					
Added	05	---	---					
Total	37	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)

E-evaluation of answer script training was conducted through two days workshop, in collaboration with TCS.

4.6 Amount spent on maintenance in lakhs

	Item	Amount spent
I	ICT	0.8 Lakhs
Ii	Campus infrastructure & facilities	Nil
Iii	Equipments	0.4Lakhs
Iv	Others	Nil
	Total	1.2 Lakhs

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.

5.3Total number of students

UG	PG	PhD	Others	Total
2644	359	Nil		2941

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

(c)Number of international students: Nil

(d)

Men		Women	
Number	%	Number	%
1556	51.8	1447	48.2

(e)

Last Year						This Year					
General	SC	ST	OBC	P.C.	Total	General	SC	ST	OBC	P.C.	Total
1804	478	440			2722	1950	526	508			2984

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

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

Every department are 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
01	12	02	

5.8 Details of gender sensitization programmes

Through Biju Yuba Sasaktikaran Yojana self defence training to girl students is continuing. About 500 students have participated in this training 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		
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: 02

5.13 Major grievances of students (if any) redressed: Safe drinking water facility in all the three blocks (Administrative Block, Science Block and Commerce Block).

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 has decided to adopt CBCS model from the coming academic session (2015-16) and the new curriculum will be implemented .The new curriculum was approved by the Board of Studies and it is to be placed before the academic Council for approval.

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. A new block has been added with 18 Class Rooms and 6 Labs.

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. Introduction of new curriculum with CBCS mode with greater stress on UGC model curriculum.
2. Organisation 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