



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		RAYAGADA AUTONOMOUS COLLEGE RAYAGADA
Name of the head of the Institution		Prafulla Chandra Senapati
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06856222130
Mobile no.		9437719894
Registered Email		rayagadacollege@gmail.com
Alternate Email		ramani.ratnasri@gmail.com
Address		Indira Nagar 1st lane
City/Town		Rayagada
State/UT		Orissa
Pincode		765001
<b>2. Institutional Status</b>		

Autonomous Status (Provide date of Conformant of Autonomous Status)	31-May-2006
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Smt V R Ratnasri
Phone no/Alternate Phone no.	06856222519
Mobile no.	9437719894
Registered Email	rayagadacollege@gmail.com
Alternate Email	ramani.ratnasri@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.rayagadacollege.edu.in">http://www.rayagadacollege.edu.in</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://rayagadacollege.edu.in">https://rayagadacollege.edu.in</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	70.10	2007	30-May-2007	31-May-2014
2	B	2.35	2015	31-May-2015	31-May-2019

<b>6. Date of Establishment of IQAC</b>	31-May-2012
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>No Data Entered/Not Applicable!!!</b>		
<b>No Files Uploaded !!!</b>		

**8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

**10. Number of IQAC meetings held during the year :**

0

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Encouraged Departments of Life Science Chemistry and Pol sc to organise a national seminar which were held in the month of June 2019.

No Files Uploaded !!!

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
national seminar	Conducted by the Dept of Polsc Life Science and Chemistry in June
No Files Uploaded !!!	

**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit	18-Jan-2020
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2019
Date of Submission	23-Oct-2019
<b>17. Does the Institution have Management Information System ?</b>	No

### Part B

#### CRITERION I – CURRICULAR ASPECTS

##### 1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	BA	HIS POLSC ECO ENG TEL HIN ODIA GEOG IRPM EDU SOCIO BJMC	23/08/2019
BCom	BCOM	ACCOUNTING	23/08/2019
BSc	BSC	BOT CHEM PHYSICS MATH ZOOL IT	23/08/2019
MSc	MSC	CHEM MATH LIFESC PHYSICS	23/08/2019
MA	MA	ENG ECO POL SC HIS	23/08/2019
MCom	MCOM	ACCOUNTING	23/08/2019

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BCom	COM	23/11/2019	ENTREPRENEURS HIP	23/11/2019
MCom	COMMERCE	23/11/2019	ENTREPRENEURS HIP	23/11/2020
BCom	COMMERCE	18/02/2020	BUSINESS IDEA	18/02/2020
BCom	COMMERCE	24/02/2020	CAREER COUNCELLING & E NTREPRENEURSHIP	24/02/2020

##### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	all subjects	Nil

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Once the Feedback is obtained the concerned departments take the initiative to deliberate all the points. Meetings are conducted where every member is free to render suggestions. The feedback is put to discussion. The members actively participate in analyzing the points. The ways and means to implements the developmental measures are discussed. Finally a shape is given to the feedback.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				

### 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>No Data Entered/Not Applicable !!!</b>					

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	Null	Null	Null	2	Null

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

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Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3033	44	164

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
46	35	11	4	10

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA BSC BCOM	2020	28/02/2020	20/11/2019

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
<b>No Data Entered/Not Applicable !!!</b>		

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<b>No Data Entered/Not Applicable !!!</b>
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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSC	BSc	PHY CHEM BOT ZOOL MATH	363	287	79
BA	BA	HIS POL SC ENG ODIA TEL HINDI ECO	323	263	73
BCOM	BCom	ACCOUNTING	340	241	71

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<b>No Data Entered/Not Applicable !!!</b>
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## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
<b>No Data Entered/Not Applicable !!!</b>				

### 3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

### 3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NATIONAL SEMINAR	PG POL SC P G LIFESCIENCES	18/06/2019

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

### 3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
ECONOMICS	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	CHEMISTRY	1	.7

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index



Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2020	Nil	Nil	Nil

#### 3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2020	Nil	Nil	Nil

#### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

### 3.5 – Consultancy

#### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			

#### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
00	00	00	0	0

### 3.6 – Extension Activities

#### 3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
DISTRICT PARADE	YRC RAYAGADA AUTO COLLEGE	1	24
RED CROSS FOUNDATION DAY	YRC RAYAGADA AUTO COLLEGE	1	100
INTERNATIONAL DAY OF YOGA	YRC RAYAGADA AUTO COLLEGE	1	75
FIT INDIA	YRC RAYAGADA AUTO COLLEGE	1	24
KARGIL VIJAY	YRC RAYAGADA AUTO	1	24

DIVAS	COLLEGE		
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
CONSTITUTION DAY	NSS	CONSTITUTION DAY	Nill	Nill
COVID 19	NSS	COVID 19 AWARENES	2	Nill
child protection cum child marriage prohibition	NSS	child protection cum child marriage prohibition	2	Nill
SWATCH BHARAT	YRC RAYAGADA AUTO COLLEGE	CLEANING OF NATIONAL HIGHWAY	1	Nill

### 3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nill	Nill	0

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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No Data Entered/Not Applicable !!!

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5	5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	108	2	5	0	13	2	0	2	0
Added	0	0	0	0	0	0	0	0	0
Total	108	2	5	0	13	2	0	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

Laboratorial facilities as extended to the stakeholders do not meet expected standards. Constraints of space, inadequate funds to cater the growing recurring expenses stand as barriers. Notwithstanding this the college explores every single opportunity to provide suitable laboratorial facilities funds as received from the state government sanctions made by the Governing Body and fees collected from the students are optimally utilized. This being a composite college that houses the Higher Secondary class XIth XIIth students, arrangements are made with in the constraints of space and time to accommodate with the 2 and 3 units. Teachers, being assisted by the laboratory Assistant manage the practical classes. The library has around forty thousand text books and 1770 reference books, sticked in a couple of spacious rooms. Books are procured utilising grants received from the UGC, State Government. The Governing Body also sanctions funds periodically towards procuring books etc. Magazines, towards and News Paper are also process by the library. The automation process of the library is Under process. Presently all transactions of the Library are being carried out manually. Sufficient manpower has been put in place to handle its works efficiently and smoothly. Games and sports receive necessary patronisation to groom the talents of the young stakeholders. Funds, mainly collected from the students are utilised for the purpose. Students are deputed to participate in different inter college sporting competitions organised under the supervision of the affiliating university. The representatives, elected by the students and supported by the college administration, organise the Annual Athletic Meet every session. Students of the college have made their presence felt at different sporting arenas. All Departments in the college have been provided with Desktops and Laptops to ease out their academic prosecutions. Teachers are asked to supply students study materials, hand outs etc. The college has more than one hundred computers used effectively. Proposals are there on the cards to procure more numbers of computers utilising the funds received under OHEPEE sponsored World Bank Assistance. The services of The Virtual classrooms audio visual aids and overhead projectors are put into use. The college funds it hard to make elaborate classroom provisions for more than four thousand students on its Roll number effort have been made to provide decent furniture, light fan etc to maintain the necessary academic assistance. Dust free boards, marker pens and lectern are provided to each class room. The World Bank assisted fund and the

Infrastructure Development assistance by the government of Odisha will greatly reduce the classroom constraints when additional classrooms will come up on the campus. Under the self Defence Programme, the girl students are imparted teaching in basic skills for their protection. In phased manner all girl students are given training by the master teachers.

<http://www.rayagadacollege.edu.in>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	NATIONAL SCHOLARSHIP	15	15000
b) International	Nil	Nil	Nil

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Nil	Nil	Nil	Nil	Nil

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
<b>No Data Entered/Not Applicable !!!</b>		

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

No Data Entered/Not Applicable !!!

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	Nil	Nil	Nil	Nil	Nil

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Nil	Nil	Nil	Nil	Nil	Nil

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

5.4.2 – No. of registered Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The College practices decentralization and participative management. Right from the President of the Governing Body to the staff and students, all the stakeholders have roles to play. Their involvement and co-operation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees contribute to the sustenance. The Principal in consultation with Governing Body and the teachers of different committees plans different academic, student administration and related policies. In the direction of which the following bodies/ committees contribute significantly I) Internal Quality Assurance Cell II) Literary Advisory Committee III) NSS, YRC, NCC IV) UGC Affairs Committee V) Website Development Committee VI) Annual Magazine Committee VII) Students Grievance Redressal Committee VIII) Purchase Committee IX) Building Maintenance Committee X) Sports Committee XI) Time Table Committee XII) Admission Committee XIII) Anti Sexual Harassment Committee XIV) Anti -Ragging Committee XV) API Committee, etc. In addition to the above to foster students friendly atmosphere in the campus aid to bolster further the academic creative and intellectual potentialities of the students the Proctorial system have been reintroduced in the college following directives of the Department of Higher Education, Government of Odisha. Each of the Proctors has taken puts, to galvanize the rapport base and to reach to the bottoms of the needs and problems of the individual students. The Parent-teacher meeting organised by the departments with the active cooperation of the Head concerned also provided further impetus to the efforts. The problems of students have been eased out to a significant level. The session also witnessed establishment of women cell in the college. The women cell have been vested with the responsibilities of empowering and orienting women to recognize their true potential and to help them attain their own stand in a compelling world. The cell is put in place to safeguard the rights of the female students, faculty and women staff members. To effectuate its goal the women cell has organised a seminar to sensitize the participants on the different dimensions of the abuses to which the lesser fortunate women are suspected to be an Indian context. Noted academician from the affiliating university, graced the occasion as the distinguished speaker. This apart the women cell also celebrated the Women's Day on the campus to infuse among them the spirit to display greater dynamism to nurture the progress of the institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Odisha Computer Application Centre(OCAC), a designated technical directorate of Information Technology department public sector undertaking of Government of Odisha is entrusted with the responsibilities for the admission of students in the colleges of the state. The student Academic Management System under the aegis of the Directorate of Higher Education, Odisha

provides all supportive services for the admission of students. The OCAC and SAMS together mostly account for the fair and transparent admission of students. Thus the institutionalisation of the admission process under the initiative of the government leaves little scope for the college to devise any other method of admission of students.

Industry Interaction / Collaboration

The Industry - institute interaction at present remains confined to the level of interviews and selection of students for equipment. The Career Counselling cell of the college arranges Career guidance imported by the Peripheral companies. It also arranges interviews conducted by leading MNCs viz, Wipro, Cognegent , Vedanta Alumina Ltd, JK Papers, UAIL etc for recruitment drive. Talented students are recruited over the years. However no MOU has been signed as yet to strengthen the industry- institute interaction.

Human Resource Management

The College evolves strategic approach for effective human resource management to maximize employee performance. At the beginning of each session duties are allotted to the beginning of each session duties are allocated to the members of the staff vesting them with the responsibilities to function within the directives of authorities concerned. Delegation division of responsibilities pay off rich dividends. Accounts Bursar, Administrative Bursar, Academic Bursar, Controller of Education, Professor In-Charge of autonomous status , Admission -In- charge, Proctors, Heads of the Departments, Professors in charge of extension activities, Superintendents of hostels all work in tandem to serve the greater goal of serving the institution and the students at large.

Library, ICT and Physical Infrastructure / Instrumentation

More than forty one thousand books stocked in a spacious building on the campus caters to the needs of the students. Books for library are purchased through established procedures out of the grants received from time to time out of the grants received from the University Grants Commission, the Government of Odisha. The recent grants under World Bank Assistance has been a great help for



the Procurement of books. Library automation is in the process. Presently books are given to the loanee manually. Loanees receive five books each on dates meant for the receipt. The college possesses Wi-Fi enabled campus under the initiative by NMEICT. The college is efficiently equipped with prior then one hundred computers. It has two computer Laboratories. Teaching in Information Technology with honours level studies is provided to the applicant at an affordable self-financing mode. The college enjoys a sound transportation network with rail connectivity to all major cities and destination of the country. The rail station is located within half a kilometre distance. The college has its own three phased power grid that ensures adequate supply of powers. All laboratories are adequately fitted with equipment, appliance, instrument and apparatus etc. Grants received from different sources are fully utilized for the purpose. This apart the college also provides for contingent expenses by the departments.

**Research and Development**

Being an affiliated institution and under the control of the directives of the Department of Higher Education , Government of Odisha, the college is yet to evolve mechanism for research and development. However opportunities are provided to the stakeholders especially the teachers to undertake research works under schemes and programmes offered by the University Grants Commission and other competent academic institution of Higher learning. Dr. K.C. Mishra former Principal had the distinction of guiding nearly a dozen of scholars for their Ph.Ds. Similarly Dr. Bhagaban Biswal, Dr. P.K. Samantraym faculty of the college are currently engaged in guiding scholars. The college boasts of having teachers with D.sc and Ph.Ds who can stand up to the occasion of creating right ambience in research and development provided that opportunities come on their ways.

**Examination and Evaluation**

The Semester system of examination has been put in place. Examination are being conducted in accordance with the academic calendar and in strict adherence to the timeline prescribed by

authorities in the Department of Higher Education, Government of Odisha. Question papers are framed by the respective setters as per the recommendations of the Board of studies and printed in the press outside the state. Absolute neutrality is maintained by all concerned in the conduct of the examinations. Violations of examination code of conduct are sternly dealt with. Answer scripts are confidentially coded before being dispatched to the external senior evaluators of colleges in the state. The Controller of Examinations, supported by his assistants oversees the entire process. Efforts are, made to ensure publication of results within time frame of Forty- five days.

Teaching and Learning

Teaching and learning are mostly carried out in the time lasted traditional teacher- centred method and with the uses of chalk and duster. However, the writing boards have been replaced with the white boards to create suitable academic ambience in the classrooms. Within existing framework scope is provided to the students to interact and learn. Audio- Visual aid in the form of overhead projectors, LCD etc are also used wherever they are required. The Virtual classroom established with the assistance of the state government has provided a new dimension to the teaching and learning process in the institution. Each of the thirteen departments has been provided with a computer, Printer etc to edge out further the teaching learning method.

Curriculum Development

The institution follows the Curriculum designed by the affiliating university. However, taking the local requirements into consideration minor changes, upto 10 of the course components in a Paper/ Subject of study are affected in certain departments. The Board of studies of a i) The discipline concerned, in its meeting headed by respective Heads of the Department as the chairperson in the presence of other members which includes the nominee of the affiliating university, frames revises the Curriculum by majority decision, The Curriculum, so designed is uploaded on the college website. However, The

Council of Higher Education, a statutory Body established by the Department of Higher Education, Government of Odisha, has been vested with the responsibilities of designing and adopting a uniform curriculum for all colleges of the Degree colleges in the state irrespective of their status.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>? Planning and Development: The College Development Council under the chairmanship of the Principal and headed by a senior Teacher remains at the helm for matters pertaining to planning and development. It functions as a nodal agency between the government and the college and other funding agencies. It oversees the physical character and development of the campus. It reviews periodically the campus physical development and recommends facilities and priorities, it promotes continuous improvement of college programme and services by supporting faculty, staff and administration through resource development and academic assessment.</p>
<p>Administration</p>	<p>Administration management of the college is carried out by processing information through employees. The admission, college website, SAMS are optimally used for expeditious delivery system. Departmental Portals are used for effective transmission of information.</p>
<p>Finance and Accounts</p>	<p>All financial transactions in the college, the credit and debit aspects are accounted for the College Accounting Procedure Automation (CAPA). The financial transaction are maintained by the Accountant Cashier under the supervision of the Accounts Bursar. All financial transactions are regularly audited by a team of local fund Auditors. The cash book and the DCR are maintained scrupulously</p>
<p>Student Admission and Support</p>	<p>Since the year 2009 the Government of Odisha has devised 'on Line Admission system' for colleges in the state. The Students Academic Management System (SAMS) in the college plays a key role in auto mailing the institute admission structure. The guidelines for the on line Admission system as issued by the</p>

	Odisha Computer Application Centre (OCAC) is strictly adhered to. The entire admission system provides support to the administration and admission seeking candidates by providing a faster, transparent and easy way of keeping records and use them for reference and further proceedings.
<b>Examination</b>	The College follows Semester examination systems. Examinations are conducted in accordance with the academic calendar and in strict adherence to the time frame prescribed by the authorities in the Department of Higher Education. The services of the Question paper sections and evaluators, as recommended by the Board of Studies are availed. Question Papers are printed outside the state. The process leading to the publication of the results and issuance of testimonials have been automated. The results are made available to the students on the Web portal of the institution.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>ORIENTATION</b>	4	17/01/2020	01/02/2020	15

**PROGRAMME**

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
47	47	9	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	00	0

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Directorate of local Fund Audit conducts the Annual Audit every year between October December. They attend the college on a week long programme. They check the Registers, Cash Book and the DCR (Daily Collection Register). They verify and tally the vouchers and Bank Accounts.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Null	Null
Administrative	No	Null	Null	Null

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

P T meetings department wise conducted.

6.5.3 – Development programmes for support staff (at least three)

0

6.5.4 – Post Accreditation initiative(s) (mention at least three)

0

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

d)NBA or any other quality audit	No
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6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
<b>No Data Entered/Not Applicable !!!</b>				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<b>No Data Entered/Not Applicable !!!</b>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
<b>No Data Entered/Not Applicable !!!</b>		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<b>No Data Entered/Not Applicable !!!</b>
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**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

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Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.rayagadacollege.edu.in>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

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Provide the weblink of the institution

<http://www.rayagadacollege.edu.in>

### 8.Future Plans of Actions for Next Academic Year

Bigger compound walls for safety and security Introduce of diploma courses for students in computer application To improve the quality of boys hostel and starting of girls hostel Allumini association to be made more participative.