

Assessment Report
for
Institutional Accreditation
of
Rayagada College,
Rayagada
(Orissa)

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National Assessment and Accreditation Council
Bangalore

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Section 1: Preface

Rayagada College, Rayagada, Orissa, volunteered to be assessed by the National Assessment and Accreditation Council (NAAC), conducted the preliminary self-study and submitted the Self-study Report (SSR) to NAAC. A Peer Team was constituted by NAAC to visit the institution and validate the SSR. The Peer Team, consisting of Prof. Basudeb Burman, Former Vice Chancellor, Kalyani University, Kolkata as Chairperson, Fr. Francis Parmar, SJ, Principal, St. Xavier's College, Ahmedabad as member coordinator and Prof. A.S. Narang, Professor, School of Social Sciences, IGNOU, New Delhi as member, visited the institution for two days – 28-29 March, 2007. Dr. M. S. Shyamasundar was the NAAC coordinating officer.

The Arts section of Rayagada College was established in 1966. Commerce was added in 1967 and Science in 1972. This College, affiliated to Berhampur University, Berhampur, was established by a group of philanthropic local residents. It is deemed to be recognised by UGC under 2f and 12B and has been receiving grants accordingly. It is a grant-in-aid, semi-urban, Arts, Science and Commerce College, with a campus of 5.9 acres. It has been granted permission to be autonomous and hopes to implement it from the next academic year. At present it caters to a total of 929 students (556 boys and 373 girls) at the UG degree level. One of its faculty members has one Ph. D student under his guidance.



The teaching faculty consists of 43 members (31 permanent and 12 temporary (including part-time/guest lecturers) There are 37 members in the administrative/technical staff (8 technical and 29 administrative).

The Peer Team carefully perused and analysed the SSR submitted by the institution. During the institutional visit, the team went through all the relevant documents, visited departments, acquainted itself with the facilities and interacted with various constituents of the institution. The academic, co-curricular, extra-curricular, sports and extension facilities of the institution were taken note of during the visit. The Peer Team also interacted at length with the ADM who is in charge of the college as president with the principal as the secretary (there are no other members in the Governing Body at presents), the Principal, faculty, administrative staff, students, their parents, and alumni-alumnae of the institution. Based on the above exercise, and keeping in mind the criteria identified by NAAC, the Peer Team has taken a value judgment. The assessment of the Institution under various criteria, the commendable features of the institution as well as the issues of concern are listed below.

Section 2: Criterion-wise Analysis

Criterion 1: Curricular Aspects

As an affiliated college of Berhampur University, the College has to follow the syllabi prescribed by the parent University for the courses offered. The examination is under non-semester (annual) pattern. It offers six UG programmes, namely, BA, B. Sc and B. Com, under pass and honours schemes. It has seven departments in Arts (Economics, English, Hindi, History, Oriya, Political Science and Telugu; five in Science (Botany, Chemistry, Mathematics, Physics and Zoology) and one in Commerce. The students have limited freedom with regard to elective options. The college offers one self-financed course in computers in



collaboration with the Govt. of Orissa. This course is more directly career oriented.

The College aims at empowerment of the backward masses through job oriented higher education at their doorsteps. Environmental studies, Indian society and cultural studies and computer studies are the new areas of study introduced recently. The College encourages co-curricular and extracurricular activities to build self-confidence among the students. It also encourages participation in community development programmes.

In an affiliating system, the College has to implement the curriculum designed by the Parent University. Four of its faculty members are in the Boards of Studies of the parent University and thus have a chance of influencing the syllabus. The College could encourage all the staff members to make suggestions to the boards of studies to improve the degree programme.

Introduction of computer courses in collaboration with govt and non-govt agencies is a step in the right direction. In order to achieve its goal of empowerment of the rural masses, the College needs to introduce many more such relevant new courses, especially job-oriented/vocational courses, after making necessary market research. All the courses need not be degree courses. The College could think of introducing short-term, certificate courses. It could introduce Career Oriented Programs sponsored by UGC. The College need not wait till it gets autonomy to introduce this type of courses. The College could introduce more multidisciplinary approach in teaching even if the affiliating University does not prescribe it. It would be advisable to network with business/industry-neighbourhood and get their assistance as well as provide expertise to them.



Getting feedback from various stakeholders is a step in the right direction. But sending these suggestions to the University is not enough. The College needs to make efforts of using them for its own advancement. The College could establish a system to use the feedback for quality improvement. It could also introduce regular interaction with academic peers and employers, preferably with external experts facilitating the proceedings.

Criterion II: Teaching - Learning and Evaluation

The College admits students based on their academic records. The College is expected to give special consideration to ST (15%), SC (7%) and physically challenged persons (3%) in admissions. In the last two batches, though there are 9.9 and 11.9% students from the SC category, there are only 8.3 and 7.9% students from the ST category. The cut-off point at entry level is 36% for pass and 40% for Honours courses.

At the start of the academic year, the College prepares an academic calendar. The Principal is expected to ensure that the calendar is followed. The methods of evaluation are communicated to the students at the beginning of the academic year. The college has 240 working days, of which 180 are teaching days. Sixty days are set aside for examinations. Full-time teachers do most of the teaching. Departmental seminars and tutorials are organized. The central library is open for 6 hours a day on all working days of the College.

The College encourages its teachers to attend seminars. In the past five years, one teacher has attended an international level seminar and three have attended national level seminars. Two have publications to their credit in the same period.

Self-appraisal and inspection by the Principal are the means of quality check.

Besides the annual exams conducted by the University, the college conducts pre-test and half-yearly exams.

The College could pay more attention to innovative teaching methods and methods using more applications of new technologies, computer etc.

Deputing staff to attend seminars is good. Now the College could move on to organizing such seminars as well as encouraging and ensuring that its teachers not only attend national/international level seminars, but also present papers and publish in refereed academic journals.

Organisation of more systematic bridge/remedial courses, special care of the advanced learners, introduction of AV and other teaching aids, institution of teaching awards, training for both teaching and administrative staff etc. would go a long way to enhance the quality of education. The College could make an effort to establish national, international linkages for teaching as well as research.

Criterion III: Research, Consultancy and Extension


The College promotes research mind-set among the teachers through granting study leave for those interested in doing M. Phil or Ph.D. Two of its teachers have done their Ph. D studies with grants under FIP and CSR. Seven out of 43 teachers (16.28%) have a Ph. D and 8/43 (18.6%) an M. Phil. Thus 15/43 (34.88%) of their teachers have at least one-degree higher qualification. Three of its teachers have received assistance under FIP of UGC for their M.Phil. One member from Oriya department is a recognised Ph. D guide. Three of his students have been

conferred degrees and one is under guidance. In the last five years, the College has organized one national level seminar. In the same period, four articles in international journals and two in national journals have been published by the faculty of commerce. One member from Political Science has one book and one article to his credit. Two of its faculty members from Oriya have published short stories and poems and one from English has published poems in Oriya and English. Three papers of three members of History department have been accepted for publication. One member from Telugu has published articles in the past and one of his booklets was prescribed in three Universities. One paper was presented at the international level and two at the national level.

The extension activities of the College are carried out through NSS, YRS and NCC under the direction of teachers with additional charge. There are four units of NSS with 150 boys and 50 girls as volunteers, under four programme officers. The broad areas of extension activities of the College are social work, health & hygiene awareness, blood donation, first-aid training, adult education & literary, humanitarian service during natural calamities like cyclone and other community related activities. Three of its volunteers have participated in National Integration Camps (NIC) and one at Pre-Republic Day Celebrations. The College also has an extension centre of IGNOU.

There is one unit of NCC with 75 cadets under a Lieutenant. 102 cadets have got B certificate and 41 C certificate in the last 5 years. In the last five years, one of its cadets has participated at the Republic Day Parade in New Delhi and 8 at three different NIC. One has participated in mountain climbing and 2 in trekking. One cadet has gone to Bangladesh on youth exchange programme.

Having seven faculty members with Ph. D is laudable. However, most of them need to be encouraged to continue research, present



research papers at international/national seminars and get them published in reputed, refereed journals. National and International collaborations should also be attempted by the College to enhance its educational services. The College could give merit certificates, preference in admission and other such incentives to students to participate in extension activities. The staff involved in extension activities could be recognised and honoured for their services. Collaboration with many more NGOs would also be helpful. The College could be more innovative in its extension activities, finding out ways and means to make its expertise available to the general public. The College needs to make concerted efforts to raise funds for all these activities.

Criterion IV: Infrastructure and Learning Resources

The College has a campus of 5.9 acres. The built-in area is 4678.65 Sq. Mts. The physical facilities include central library, 10 lecture rooms, laboratories, auditorium, open-air stage, 26 computers (7 in computer room, 9 in departments, one each in the Principal's office, examination cell and library and 7 in computer room owned by a private agency), sports grounds, separate common rooms for boys and girls, two hostels for boys (one of them for SC/ST), gymnasium (stations made available on payment of small fees by an alumnus), canteen, cooperative store, vehicle parking area and toilet facilities. The college staff does maintenance work.

The library has 26,943 volumes (6,530 titles). Of these, 1,240 are in the reference section and 4,386 in the book bank section. It subscribes to two academic journals. It subscribes to 21 magazines and 9 newspapers. An advisory committee governs the library. It is open for 6 hours a day on all working days. In the last two years, the College has added 1,800 textbooks, 1,144 other books and keeps on subscribing to 28

journals/periodicals at the cost of Rs. 4,34,000. The process of partial automation is in progress. Photocopying facility is available in the library.

There are two computer rooms for the use of both +2/Junior College/Higher Secondary School and degree College. One of them is run by a franchisee under the Joint Venture Plan of the state govt. Recently, computers have been installed in six departments. In the last academic year, Rs. 1,88,640 were allocated for computers. The joint venture computer centre is open from 7 am to 7 pm on all working days. All science departments have a computer each.

A hundred students live in the hostels. Of these fifty five live in the hostels for the students belonging to the reserved categories.

Computerization of library with software like that of the INFLIBNET, providing facilities like AV Aids, internet access in the library, addition of many more computers in the centralised computer facility and Computer aided learning packages, making use of inter-university facilities/centres like INFLIBNET would help to enhance quality of education and services of the College. Providing hostel facility to boys is laudable. However, they could be provided mess facilities and better living conditions.

Criterion V: Student Support and Progression

The current strength of the College is 929 (556 boys, 373 girls). Twelve of these students come from other states. Though there are a good number of SC students, there are not many ST students. The average pass percentage of the College in the last two years has been 86% and 89%. In 2005, forty-seven students secured 1st class and 68, distinctions and in 2006, sixty-five students got 1st class and 76, distinction. The dropout rate in batch I (2002-05) has been 27.71% and in batch II (2003-06) has been 35.14%.



Various scholarships and financial assistance schemes of the state government are available to students of the reserve category. Last year, 392 students received Govt scholarships to the tune of Rs. 9,40,464 and 9 students received freeship worth Rs. 936. Rs. 7.570 were disbursed to 29 students from the Students' Aid Fund of the College. Teachers offer academic and personal guidance on an ad hoc, personal basis. All students are insured under the Govt Scheme of insurance.

The College publishes updated prospectus every year. The prospectus provides information on admission procedure, courses offered, fee structure, information about various facilities and rules and regulations of the College.

Recreational and leisure time activities of the College include indoor games, outdoor games and cultural programs. The College has participated in cricket, volleyball and chess. In the last 5 years, 5 students have been selected to play at the inter-university level in cricket, volleyball and chess. In the last academic year, the college has organized one inter-college cultural event and participated in 12.

The College would do well to have a better system of documentation and keep more systematic record of students' progression to further study, employment and other data. The College could find out the causes of rather high dropout rate and find ways and means to reduce it. Student Guidance and Employment cell need to be established to guide students for employment. The College could systematise its alumni-alumnae association, motivate it to chalk out plans for various activities and get more assistance from it in furthering the educational goals of the College.



Criterion VI: Organisation and Management

The institution is registered under the Societies' Act. It is a composite unit with both +2/Junior College/Higher Secondary School and degree College. The accounts of both these sections are not separated. Last year, the total income of the college was Rs. 1,71,86,144. This include Rs. 94,89,709 by way of salary grant and the rest by way of fees, scholarships, interest etc. Its total expenditure was Rs. 1,71,83,173. There was a surplus of Rs. 2,971. The College received Rs. 94,89,709 from the state govt. by way of salary grant and Rs. 8,82,084 by way of scholarships. It received Rs. 19,00,510 under the 9th Plan and Rs. 22,75,142 under the 10th Plan of the UGC. Under the IXth Plan, Rs. 32,774 was refunded and Rs. 86,015 is yet to be spent. Under the Xth Plan, Rs. 32,606 still remain unspent with the College. The unit cost of education excluding salary has been Rs. 893 and Rs. 1,394 including salary.

A first year science student pays Rs. 10 p.m. as tuition fees and Rs. 737 p.a. as other fees. An Arts/Commerce student pays Rs. 9 p.m. as tuition fees and Rs. 616 p.a. as other fees. An honours student pays one rupee p.m. more than the others by way of tuition fees. In the next two years, an Arts/Commerce student pays Rs. 486 p.a. as other fees besides the monthly tuition fees and a science student pays Rs. 607 p.a. as other fees.

The Principal, as the head of the institution tries to work according to the goals and objectives of the institution. An academic calendar is prepared and the Principal ensures that it is followed. There are various committees to take care of different responsibilities in the College. Heads of Departments coordinate their departmental activities under the general supervision of academic bursar and the Principal. The administrative bursar monitors work efficiency of the administrative staff. The College



has initiated plans for infrastructure development. The management has appointed temporary staff to meet the shortfall in the administrative staff. The staff and students can avail of various government welfare schemes. In the last five years, the College has organized two programmes for the development of the administrative staff.

Enhancement of infrastructure is good; but the College needs to make a perspective plan for academic growth of the institution and implement it in a phased manner. The College also needs to make better use of the performance appraisal introduced in the College. Conducting professional development programs for both teaching and administrative/technical staff could be thought of. The College also needs to make more use of modern technologies in teaching and administration. The only sources of income for the college are govt grants and fees. It would be good to mobilise resources, better organise association of past students, get assistance from society at large and offer the benefit of quality education to it in return. Though the College aims at empowering the SC/ST, it does not have any staff members from the reserved categories. This College, established in a backward area, needs to take a serious note of this and overcome this deficiency.

Criterion VII: Healthy Practices

The Peer Team notes with appreciation the following healthy practices of the College:

The College has established a system of internal quality check. Inspection by concerned authorities and establishment of several committees for sharing responsibility of various works of the College are the means adopted by the College for internal quality check.



When the salary grant is delayed, the Governing Body makes payments to staff from its own funds, recovering the same when the salary grant is received.

The College collaborates with a Govt agency for Computer Education. It has supplied computers to the library, examination centre, 9 departments etc.

Co-curricular and extracurricular activities serve as sources of imparting some values. The College organises various activities through NSS to inculcate civic responsibility.

The College organises co-curricular and extra-curricular events for personality development of the students. There are departmental associations to promote general/transferable skills, team spirit, individual excellence etc among the students by organising various competitions, educational tours etc. The students are encouraged to participate in these events and develop their talents.

The College has given space to an alumnus to establish and run a gymnasium. The owner is allowed to charge a small fee.

The College could extend e-mail facility to staff and students, establish job-oriented/vocational courses after undertaking a thorough market survey. It could experiment with twinning programs, student exchange programs, MoUs with industry and research organisations to become better equipped to perform its role in higher education and achieve its specific goals and objectives.

Section 3: Overall Analysis

After going through the SSR and after its visits to various academic and physical facilities, the Peer Team is somewhat satisfied by the progress of this College since its inception.

The Peer Team would like to commend the College for some of the positive features in its approach to quality assurance and standards and at the same time point out some of the issues of concerns to the College authorities for their consideration. The Peer Team would like to commend the Institution for the following aspects:

- Establishment of a College in this backward area
- Very good pass percentage in the University examinations
- Dedicated Principal and faculty
- Good interpersonal relationship among the Principal, faculty and students.
- Earning of awards in extracurricular activities by a member of the faculty.
- Among its teachers, 7/43 with Ph.D.
- Computers made available to some departments
- Payment of salaries from the Governing Body funds when salary grant from the Govt is delayed.
- Adequate buildings with some sports facilities.
- Various committees to take care of different works.
- Taking strong action of dismissing students involved in eve-teasing.
- Getting permission for going autonomous.

With the view to its further improvement and better service, the Peer Team would like to suggest the following to the Institution for its consideration:



- Further specify the goals and objectives and work out more detailed plan of action to realise the same
- More systematic and formal interactions with outside academic community, academic peers, employers etc.
- Fill up vacant posts at the earliest.
- Encourage staff members to make suggestions to Boards of Studies of their subject with regard to updating of the syllabus.
- Network with business/industry-neighbourhood for academic excellence and assistance
- Encouragement for participation, paper presentation at national/international seminars/workshops/conferences and publications. Encouragement to faculty members to avail of minor research grants, initiate research projects; provide seed money, offer consultancy, establish teaching awards, in short, further strengthen research culture
- Encouragement for use of new technology in teaching-learning-evaluation
- Generation of funds for student and staff welfare schemes.
- Improve living conditions and provide mess facilities to the hostels
- Introduction of many more vocational courses, based on market survey.
- Raise funds for creation of corpus for financial assistance to poor, needy students
- Ensure intake of staff from the SC/ST/OBC categories
- Augment infrastructure and learning resources by installing facilities like e-mail, AV aids in the library, making computers available to staff and students of more departments, become members of INFLIBNET, improve facilities in the auditorium.
- Further Computerization of office, library and other services.
- Improve record-keeping of all the aspects of the College life.



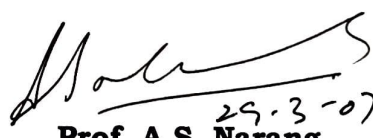


- Strengthen support services by establishing health-centre, employment cell and systematize grievance redressal cell.
- Develop the playground
- Strengthening and better use of alumni association, keeping their latest profile and using their services for the College.
- Strengthen formal mechanism to get feed-back from all the stakeholders and collaborators
- Professional development programs for faculty and staff

The peer team is of the opinion that this exercise will be useful to the institution to initiate and sustain quality enhancement strategies towards further growth and development.

The Peer Team places on record its appreciation to the Management, the Principal and the entire team of staff for the introspection undertaken. We wish them all the best in their pursuit of excellence in higher education.

Names and Signatures of the Peer Team Members

 29.03.2007 Prof. Basudeb Burman, Chair Person	 29/3/07 Fr. Francis Parmar, Member coordinator	 29.3-07. Prof. A.S. Narang Member
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I agree with the observations and recommendations made by the Peer Team in this report.

Name & Signature of the Head of the Institution


29/3/07
Prof. Nirod Sasmal,
Principal
Rayagada College
Date: 29th March, 2007

