SARBATI DEVI WOMEN'S COLLEGE

RAJGANGPUR SUNDARGARH ODISHA



Internal Quality Assurance Cell (IQAC)
and
Submission of Annual Quality Assurance Report
(AQAR)
2012-13

Submitted To:

NATIONAL ASSISMENT & ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2012-13)	2012-13
, , ,	

1. Details of the Institution

1.1 Name of the Institution	Sarbati Devi Women's College, Rajgangpur
1.2 Address Line 1	At & PO - Rajgangpur
Address Line 2	Dist - Sundargarh
City / Town	Rajgangpur
State	Odisha
Pin Code	770017
Institution e-mail address	sdwcrgp@gmail.com
Contact Nos.	9437244027
Name of the Head of the Institution	Mrs. Anupama Mohapatra
Tel. No. with STD Code	06624-220352
Mobile No.:	9437210972
Name of the IQAC Co-ordinator:	Prof. JameswarParida
Mobile No.:	9437244027
IQAC e-mail address:	lqac.sdwcrgp@gmail.com
1.3 NAAC Track ID (For ex.MHCOGN 18879)	
OR 1.4 NAAC Executive Committee No. & Date (For Example EC/32/A & A / 143 dated 3-5-2004 This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate	EC / 52 /A & A / 02 Dt. 28/03/2010
1.5 Website address:	
Web-link of the AQAR:	

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of	Validity Period
				Accreditation	
1	1 st Cycle	С	1.89	28/03/2010	27/03/2015
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishme	ent of IQAC:	DD/MM/YYY	Y	28/03/2010		
1.8 Details of the pr Accreditation by NAAC i. AQAR_	•	1010-11 submit	tted to NAAC on 12	2-10-2011)	sment and	
1.9 Institutional Statu	S					
University State	Central		Deemed	Private		
Affiliated College Y	es		√ No			
Constituent College	Y	'es	No	٧		
Autonomous college of	UGC	⁄es	No	٧		
Regulatory Agency appi (eg. AICTE, BCI, MCI, PC		Yes	No	V		
Type of Institution Co-	education		Men		Women	٧
Ur	ban	٧	Rural		Tribal	٧
Financial Status	Grant-in-aid	٧	UGC 2 (f)	٧	UGC 12B	
Grant-in-	aid + Self Financing		Totally Self-Fir	nancing		

1.10 Type of Faculty / Programme	
Arts V Science Commer	ce Law PEI (Phys Edu)
TEI (Edu) Engineering Health S	cience Management
Others (specify)	
1.11 Name of the Affiliating University (for the College 1.11 Name of the College 1.11 N	eges) SAMBALPUR UNIVERSITY
1.12 Special status conferred by Central / State Gov	vernment – UGC /CSIR/DST/DBT/ICMR etc
Autonomy by State / Central Govt. / University	
University with Potential for Excellence	UGC-CPE
UGC-Special Assistance Programme	DST-FIST
UGC-Innovative OG programmes	Any other (Specify)
UGC-COP Programmes	
2. IQAC Composition and Activities	
2.1 No. of Teachers	05
2.2 No. of Administrative / Technical staff	01
2.3 No. of students	
2.4 No. of Management representatives	
2.5 No. of Alumni	
2.6 No. of any other stakeholder and community representatives	
2.7 No. of Employers / Industrialists	
2.8 No. of other External Experts	01
2.9 Total No. of members	07
2.10 No. of IQAC meeting held	03

2.11 No. of meetings with various stakeholders: No. 03 Faculty 02
Non-Teaching Staff Students 01 Alumni others
2.12 Has IQAC received any funding from UGC during the year? Yes If yes, mention the amount 2.13 Seminars and Conferences (only quality related) ✓
(i) No. of Seminars / Conferences/Workshops/Symposia organized by the IQAC
Total Nos.
(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Significant Activities	Contribution Made
1. Classes to be held as per Time table	1. Almost all classes engaged.
2. Course to be Completed in time	2. Course Completed in time
3. Monthly Test to be held in time	3. Tests were conducted
4. Organization of departmental seminar	4. Interaction between teachers and students
5. Importance of Career Counseling Cell	5. Helps students to choose the career
6. Engagement of student in Social Service Scheme	6. Students benefitted from NSS, NCC, Red
	Cross wings of the College
7. Strengthening of staff position	7. Guest faculties were appointed

2.15 Plan of Action by IQAC / Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	<u>Achievements</u>
1. Classes to be held as per Time table	1. Almost all classes engaged.
2. Course to be Completed in time	2. Course Completed in time
3. Monthly Test to be held in time	3. Tests were conducted
4. Organization of departmental seminar	4. Interaction between teachers and students
5. Importance of Career Counseling Cell	5. Helps students to choose the career
6. Engagement of student in Social Service Scheme	6. Students benefitted from NSS, NCC, Red
	Cross wings of the College
7. Strengthening of staff position	7. Guest faculties were appointed

^{*}Academic Calendar attached as Annexure – I

2.15 Whether the AQAR was placed in statutory bodyYes V No								
Management √	Management V Syndicate Any other body							
Provide the details of	of the action taken							
Appropriate action benefits of the stud	-	n of the Governing Bo	ody of the College tim	e to time for the				
		Part – B						
Criterion – I								
I. Curricular Asp	pects							
1.1 Details about Ac	cademic Programmes							
Level of the	Number of	Number of	Number of self-	Number of value				
Program me	existing Programmes	pogrammes added during the year	financing programmes	added / Career Oriented programmes				
PhD								
PG								
UG	01							
PG Diploma								
Advanced Diploma								
Diploma								
Certificate								
Others								
Total	01							
Interdisciplinary								
Innovative								
1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/Open options (ii) Pattern of programmes								

Pattern	Number of programmes
Semester	
Trimester	
Annual	01 (B A)

1.3 Feedback from stakeho (On all aspects)	olders* <i>A</i>	Alumni		Paren	ts V		Emplo	oyers		Stu	dents	٧
			_									_
Mode of feedback:Online Manual V Co-operating schools (for PEI)												
*Please provide an analysis o	*Please provide an analysis of the feedback in the Annexure-11											
1.4 Whether there is an	y revisio	on/update	of regula	ation or s	yllabi,	if yes, ı	menti	on the	eir salie	ent aspe	cts.	
		No										
1.5 Any new Departmen	t / Cen	tre introdu	iced duri	ng the ye	ar. If y	es, give	e deta	ils.				
		No.										
Criterion – II												
2. Teaching, Learni	ng an	ıd Evalua	ation									
2.1 Total No. of	Total		Asst.		Δςςο	ciate		Prof	essors		thers	
permanent faculty	Total		Profess	sors		essors		1101	C33013		tileis	
	20		14		06			-		-		
2.2 No. of permanent fa	cultv w	ith Ph.D	02	2								
2.2 No. or permanent la	carry W	101111111111111111111111111111111111111	0.	<u>=</u>								
2.3 No. of Faculty Position		Asst. Professor		ociate	Profe	essors	Oth	ers	Total			
Recruited ® and Vacant during the year	(V)	R V	R	fessors V	R	V	R	V	R	V		
- ,		08	3							08		
2.4 No. of Guest and Vis	ıtırıg ta	cuity and I	emporar	y raculty	C	,		0		0	J	
2.5 Faculty participation	in con	ferences ar	nd sympo	osia:								

No. of Faculty	International level	National level	State level
Attended		05	05
Presented papers			
Resource Persons			

2.6 Innovative processes	adopted by the institution in Teach	ning and L	earnin	ng:			
Departm	nental Seminar, VST and Group Disc	ussion					
2.7 Total No. of actual te	aching days during this academic y	ear [187				
	tion Reforms initiated by the Institu Bar Coding, Double Valuation, Phons)	-		ple: N	I A		
2.9 No. of faculty members involved in curriculum restructuring / revision / syllabus development as member of Board of Study / Faculty/Curriculum Development workshop							
	e of attendance of students e wise distribution of pass percenta		6% correc	cted			
Title of the Programme	Total no. of students appeared			Divi	sion		
		Distinct %	ion	1%	11%	III%	Pass%
Arts	121	3		1	9	75	72.72
Science							
2.12 How does IQAC Con	tribute / Monitor / Evaluate the Te	aching &	 Learni	ng proc	esses:		<u> </u>
				6 P. 00			

VST are being conducted regularly to prepare the students for examinations.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Program me	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	-	-	-
Technical Staff	-	-	-	1

Criterion - III

3. Research, Consultancy and Extension

Teachers are encouraged to do research work like M. Phil& Ph. D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects - NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications - NIL

	International	National	others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

	Non-Peer Review Journals	
	e-Journals e-Journals	
	Conference proceedings	
3.5 Details o	on Impact factor of publications: - NIL	
Range	Average h-index Nos. in SCOPUS	

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations - NIL

Nature of the Project	Duration	Name of the	Total grant	Received
	Year	funding Agency	sanctioned	
Major projects				
Minor projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the				
University / College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total				

3.7 No. of books publ	ished i) With	ISBN No.	- C	hapters in Edi	ited Books	-
3.8 No. of University		ut ISBN No. receiving fu				-
UGC-SAP	-		CAS -	D	ST-FIST	-
DPE	-			D	BT Scheme / f	funds -
3.9 For colleges	Autonomy	-	СРЕ	-	DBT Star Scheme	-
	INSPIRE	-	CE	-	Any other (specify)	-
3.10 Revenue genera	ted through co	onsultancy	NIL			

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Numbers	-	-	-	-	-
Sponsoring	-	-	-	-	-
agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons 03									
3.13 No. of co	llaborations Int	ernational	- N	National -	. А	ny other -			
3.14 No. of lin	3.14 No. of linkages created during this year -								
3.15 Total bud	lget for researc	n for current ye	ear in lakhs: NIL						
From Funding agency From Management of University / College									
Total									
3.16 No. of patents received this year									
		-	National	-					
		-	International	-					
			Commercialized	<u> </u>					
3.17 No. of re	esearch awards	/ recognitions -	received by fac	culty and resea	rch fellow	s of the institute	in		
Total	International	National	State	University	Dist	College			
3.18 No. of faculty from the Institution who are NIL Ph.D. Guides and students registered under them 3.19 No. of Ph.D awarded by faculty from the Institution NIL									
3.20 No. of Re	search scholars	receiving the	Fellowships (Nev	vly enrolled + e	existing on	es) NIL			
JRF	SRF		Project Fe	llows	Any o	other			

3.21 No. of students participate	ed in NSS events:		
	University level	06 State level	05
	National level	02 International leve	-
3.22 No. of students participate	ed in NCC events:		
	University level	- State level	08
	Offiversity level	- State level	08
	National level	01 International leve	-
3.23 No. of Awards won in NSS	:		
	University level	01 State level	-
	National level	- International leve	I -
3.21 No. of Awards won in NCC	:		
	University level	- State level	05
	National level	01 International leve	ı [-
3.25 No. of Extension activities		or international leve	
University forum -	College forum	03	
NCC 03	NSS	02 Any other	-
3.26 Major Activities during the	vear in the sphere of e	xtension activities and Institution	al Social
Responsibility	,		
Responsibility			
Workshop	on Anti Tobacco Moven	nent	
	on Swachha Bharat and		
	on Swaciiia bilalat dilu	Campus Cicaming	
Plantation			

• Active Citizenship for development of moral and ethical values.

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	3.95 acres	-	-	3.95
Class rooms	12	-		
Laboratories	-	-	-	-
Seminar Halls	01	-	-	01
No. of important	-	-	-	-
equipments				
purchased (≥ 1-0				
lakh) during the				
current year				
Value of the	-	-	-	
equipment				
purchased during				
the year (Rs. in				
Lakhs)				
Others	-	-	-	-

4.2 Computerization of administration and library

Administration - partially computerized

4.3 library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2148	204683	314	28265	2462	232948
Reference Books	5093	456181	177	15845	5270	472026
e-Books						
Journals			05			
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total	Computer	Internet	Browsing	Computer	Office	Departments	Others
	Computers	Labs		Centres	Centres			
Existing	05	01	BSNL	-	01	04	-	01
Added								
Total	05	01	BSNL	-	01	04	-	01

•	Internet access, gradation (Network	_			ents and	any oth	er programme	e for		
	education. The College	Teachers and students are encouraged to learn computer education. The College Campus was made Wi-Fi to facilitate both teachers and students to access internet when needed.								
4.6 Amount spe	ent on maintenance	e in Takhs:								
	i) ICT									
	ii) Campus Ir	frastructure	e and faciliti	es						
	iii) Equipmer	nts								
	iv) Others				7150.0	00				
	Total				7150.0	00				
Criterion – \	1									
5. Student S	upport and Pro	ogression								
5.1 Contribution	n of IQAC in enhand	cing awaren	ess about St	tudent Si	upport Ser	vices				
	Career counseliconducted to er career progression	nhance awa					_			
5.2 Efforts mad	e by the institution	for tracking	g the progre	ssion						
	Regular meetings courses, student accordingly.	_								
5.3 (a) Total Nu	mber of students	UG 400	PG -	Ph.D	Oth	ers				
(b) No. of stude	nts outside the sta	te	-							
(c) No. of intern	ational students		-							
	Men	No %	Wom	ien	No 400	% 100				

			Last Ye	ar				Th	is Year		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
158	20	211	09	-	398	161	22	206	11	-	400

136	20	211	09	-	330	101	22	200	11	-
		Dema	nd rati	o 1:3	Drop	out %	3%			
5.4 Detai	ls of st	tudent	suppor	t mechanism	for coachin	g for com	petitive	exami	nations	(If any)
		No								
N	o. of s	tudents	s benef	iciaries		No				
5.5 No. o	f stud	ents qu	alified	in these exam	inations		NIL			
	NET			SET/SLET		GATE		CA	ΑT	
	IAS/IP	S etc		State PSC		UPSC		O	thers	
5.6 Detai	ls of st	tudent	counse	ling and caree	er guidance					
				nts counseling g experts of p		-		ing don	e by	
			N	lo. of student	s benefitte	d	ALI	-		
5.7 Detai	ls of c	ampus	placem	ient						
	On C	ampus				(Off Can	npus		
		ber of nization ed	ns Stu	mber of udents rticipated	Number of Students		Numbe	r of Stu	dents P	Placed
	02		35		02	-	-			

5.8 Details of gender sensitization programmes

Sensitization programmes are being held to create awareness among students on ragging and sex education.

- 5.9 Students Activities
- 5.9.1 No. of students participated in Sports, Games and other events

State / University level	01	National level	01	International level	
--------------------------	----	----------------	----	---------------------	--

No. of students participated in cultural events			
State / University level 02 National lev	rel 01 Internatio	nal level -	
5.9.2 No. of medals / awards won by students in Sport	s, Games and other eve	nts	
Sports: State / University level 01 Nation	al level Inter	national level	
No. of students participated in cultural events			
Cultural: State / University level 02 Nation	nal level 01 Inte	rnational level	
5.10 Scholarships and Financial Support			
	Number of students	Amount	
Financial support from institution	220	965000	
Financial support from government Financial support from other sources	228	865000	
Number of students who received			
International / National recognitions			
	nal level 0 Int	ernational level ernational level	0
Criterion – VI 6. Governance, Leadership and Manageme 6.1 State the Vision and Mission of the institution	<u>ent</u>		
The vision and mission of the college is of students, i.e., to inculcate positive at excellence, to acquire human and mora to grow as a woman. 6.2 Does the Institution has a management Information	titude, to achieve acade I values and to acquire I	emic	
Yes			

6.3 Quality improvement strategies adopted by the institution for each of the following:								
6.3.1 Curriculum Development								
Decided by the Board of studies of the University.								
6.3.2 Teaching and Learning								
Teaching is supplemented with doubt clearing classes and extracurricular &co-curricular activities.								
6.3.3 Examination and Evaluation								
Examination and Evaluation work is done by the University.								
6.3.4 Research and Development								
Teachers are advised to do research works.								
6.3.5 Library, ICT and physical infrastructure / instrumentation								
Library facility available.								
6.3.6 Human Resource Management								
Members of staff are utilized to achieve the goal of the institution.								
6.3.7 Faculty and Staff recruitment								
Vacancy position are filled up by the College Management regularly conducting open interviews.								
6.3.8 Industry Interaction / Collaboration								
NIL.								
6.3.9 Admission of Students								
Admission of students is being held online by the Govt. of Odisha, Dept. of Higher Education under Student Academic Management System (SAMS)								
6.4 Welfare schemes for Teaching GIS (Govt.) Non-teaching GIS (Govt.) Students GIS (Management)								
6.5 Total corpus fund generated NIL								
6.6 Whether annual financial audit has been done Yes No								
6.7 Whether Academic and Administrative Audit (AAA) has been done?								

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt.	Yes	Principal
Administrative	Yes	Govt.	Yes	Principal

ent
•

Plantation and rain water harvesting are done to protect

the environment.

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.

Examination oriented class room teaching & class tests are being conducted for academic improvement of the students.

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

- Workshop on Career Counseling.
- Activities of NSS volunteers and NCC Cadets.
- Organization of programmes of YRC

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

- 1- Plantation in the College Campus
- 2- To keep the Campus clean.

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

7.4 Contribution to environmental awareness / protection

Plantation of trees in the College Campus

7.5 Whether environmental audit was conducted

Yes

· No

V

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

Nil

8. Plans of institution for next year

- Study Tour for students to historical places.
- To introduce awards for toppers of the Hons subjects
- To construct a new Hostel with funds provided by the UGC.
- To convert all Pass subjects into Hons subjects
- To open Science in Degree Classes.

Sanjula Mohang-

Name_Smt. Sanjukta Mohanty

Jameswa lail

Name _ Sri. Jameswar Parida

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Coordinator, IQAC S.D. Women's College Rajgangpur Sundargarh, Odisha

Chairperson, IQAC S.D. Women's College Rajgangpur Sundargarh, Odisha

Annexure I

SARBATI DEVI WOMEN'S COLLEGE, RAJGANGPUR

Academic Calendar – 2012 – 13

SI.	Events	1 st Year	2 nd Year	3 rd Year
No.				
1	Re-Opening of the College after Summer Vacation& Publication of new time table	XX	18/06/2012	18/06/2012
2	Commencement of class	To be published after admission	19/06/2012	19/06/2012
3	Re-admission to next higher class	XX	1 st week of August	1 st week of August
4	Admission – on line	Process will start as per Govt. guidelines	XX	XX
5	VST / Monthly Test	Last week of every	Last week of every	Last week of every
		month	month	month
6	Students' Union	As per Govt.	As per Govt.	As per Govt.
	Election	Notification	Notification	Notification
7	Departmental Seminars	Once in a month	Once in a month	Once in a month
8	Reporting of Shortage	1 st week of every	1 st week of every	1 st week of every
	of Attendance	succeeding month	succeeding month	succeeding month
9	Parent – Teacher meet	Last week of	Last week of	Last week of
	(Stream wise)	September	September	September
10	Test Examination	2 nd week of November	2 nd week of November	2 nd week of November
11	Filling up of forms for	As per University	As per University	As per University
	University Exam	Notification	Notification	Notification
12	Annual Sport / Cultural	1 st , 2 nd & 3 rd week of	1 st , 2 nd & 3 rd week of	1 st , 2 nd & 3 rd week of
	week / Literary	December	December	December
	Competitions &			
	function			
13	Annual Day	15 – 20 January (as	15 – 20 January (as	15 – 20 January (as per
	Celebration	per Govt. guidelines)	per Govt. guidelines)	Govt. guidelines)
14	University Examination	As per University	As per University	As per University
		Notification	Notification	Notification
15	Last working Day	8 th May' 2013	8 th May' 2013	8 th May' 2013

Feedback from the stake holder

A. Alumni:

Alumni association of the College is always very much active. The former students of the College regularly visit the College and take active part in the innovation and improvement of the academic standard of the students.

B. Parents:

Parent – Teacher Association of the College often meet and discuss various problems of the students. They give useful suggestions to the Principal and steps are being taken to solve the problems.

C. Employer:

- 1. The College Management or the Governing Body takes vital decisions for all round improvement of employees of the College.
 - 2. The Director, Higher Education also gives instruction for welfare of the employees.

D. Students:

Students are the vital part of institution. All kinds of innovations are made taking into consideration their academic demands. Further, Library, reading room, students' common room, wash rooms, sanitation are being taken care of as per suggestions and grievances.

Annexure III

<u>Item No. 7.3</u> Details of two best practices followed by the institution:

(a) To plant trees in the Campus and make environment free from pollution.

NSS & Red Cross wings of the College are advised to undertake tree plantation in the College Campus under the guidance of Programme Officers. The volunteers are taught about the benefit of plantation and its effects on our environment. The programme is quite successful for last two years.

(b) To keep the Campus clean.

Students of the College have developed a good habit of keeping the College Campus clean under the guidance of the teachers. Each Department of the Degree stream does the work of the cleaning the Campus on rotation on each day of the week.

Annexure IV

Abbreviations:

CAS - Career Advanced Scheme
CAT - Common Admission Test
CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence
DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test
NET - National Eligibility Test

PEI - Physical Education Institution
SAP - Special Assistance Program me

SF - Self Financing

SLET - State Level Eligibility Test
TEI - Teacher Education Institution

UPE - University with Potential Excellence
UPSC - Union Public Service Commission.
