THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)

OF

THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

SRI SRI BAYABABA COLLEGE, MAHAKALPARA, KENDRAPARA
ODISHA, PIN-754224

ACADEMIC SESSION
(2015-16)

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THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Part – A

AQAR for the year

> 2015 - 2016

1. Details of the Institution

1.1 Name of the Institution

> SRI SRI BAYABABA COLLEGE

1.2 Address Line 1

> MAHAKALPARA

Address Line 2

> MAHAKALPARA

City/Town

> KENDRAPARA

State

> ODISHA

Pin Code

> 754224

Institution e-mail address

> ssbcmkp@gmail.com

Contact Nos.

> 06727-271270

Name of the Head of the Institution:

> Mr.Sarat Chandra Khatai

Tel. No. with STD Code:

> 06727 - 271270

Mobile:

> 09437177270

Name of the IQAC Co-ordinator: | Gokul Chandra Jena

Mobile: | 09438429529

IQAC e-mail address: | ssbcmkp@gmail.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)* | ORCOGN13223/2015

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)

1.5 Website address: | www.ssbcmkp.org.in

Web-link of the AQAR: | www.ssbcmkp.org.in/AQAR

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	2.66	31.03.2007	5Yr.
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : | DD/MM/YYYY | 10.08.2015

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

   i. AQAR **2010-11 Submitted to NAAC on 12.08.2011**(DD/MM/YYYY)
   ii. AQAR**2011-12 Submitted to NAAC on 22.08.2012** (DD/MM/YYYY)
   iii. AQAR **2012-13 Submitted to NAAC on 17.07.2013** (DD/MM/YYYY)
   iv. AQAR **2013-14 Submitted to NAAC on 05.07.2014** (DD/MM/YYYY)
   v. AQAR **2014-15 Submitted to NAAC on 01.05.2015** (DD/MM/YYYY)

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [ ] No [√]

Regulatory Agency approved Institution   Yes [ ] No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

          Urban [ ]   Rural [√]   Tribal [ ]

Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12B [√]

     Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [√]   Science [√] Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

Others (Specify) [-   ]

1.11 Name of the Affiliating University *(for the Colleges)*   Utkal University,Vani Vihar, Bhubaneswar, Odisha

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	No		
University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	Any other (*Specify*)	No
UGC-COP Programmes	No		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	-
2.3 No. of students	-
2.4 No. of Management representatives	Nil
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	02
2.9 Total No. of members	09
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders: No. 02   Faculty 02

Non-Teaching Staff Students 01   Alumni 01   Others 01

2.12 Has IQAC received any funding from UGC during the year?   Yes ☑   No ☐

If yes, mention the amount   Rs.3,00,000-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. 18   International -   National -   State -   Institution Level 18

(ii) Themes   Subject oriented departmental seminars

2.14 Significant Activities and contributions made by IQAC

IQAC tried its level best to improve the standard of the students through feed back from parents and elites of Mahakalpara

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	Achievements
To arrange meeting of guardians, students and local well wishers of the institution.	Satisfactory

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

i. Organized meetings with parents, Alumni & students.

ii. Organized various awareness programmes among the students.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	03	-	-	-
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	Annual

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [√]   Students [√]
    (On all aspects)

       Mode of feedback :   Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

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

Revision and update of syllabi is made as prescribed by Utkal University

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Readers	Lecturers		Others
20/28	03/05	17	-	

2.2 No. of permanent faculty with Ph.D.   01/05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	18	-		-		-	-	-	18

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | | - | | 08 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	12	-
Presented	-	03	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Computer based teaching introduced by using LCD projectors and power-point presentation.

2.7 Total No. of actual teaching days during this academic year   **180 days**

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)   Subjectwise unit tests are held regularly

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop | 01 | - | - |

2.10 Average percentage of attendance of students   **85%**

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
Arts	129	-	10	57	22	69
Science	59	02	23	03	25	86.4
Commerce	33	26	14	10	02	79

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

From time to time IQAC provides guidelines and channelise the efforts and measures towards academic excellence.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	00
Others	00

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	07	04	00	00
Teaching Staff	20	18	00	10

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> IQAC suggested the staff to apply for research projects, both major and minor

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	00	00	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
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 published   i) With ISBN No.   **Nil**   Chapters in Edited Books   **Nil**

ii) Without ISBN No.   **Nil**

3.8 No. of University Departments receiving funds from

UGC-SAP	NA	CAS	NA	DST-FIST	NA
DPE	NA			DBT Scheme/funds	NA

3.9 For colleges

Autonomy	NA	CPE	NA	DBT Star Scheme	NA
INSPIRE	NA	CE	NA	Any Other (specify)	NA

3.10 Revenue generated through consultancy   **Nil**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

3.12 No. of faculty served as experts, chairpersons or resource persons   **Nil**

3.13 No. of collaborations   International   **Nil**   National   **Nil**   Any other   **Nil**

3.14 No. of linkages created during this year   **Nil**

3.15 Total budget for research for current year in lakhs :

From Funding agency   **Nil**   From Management of University/College   **Nil**

Total   **Nil**

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions   received by faculty and research fellows

of the institute in the year

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution   Nil
who are Ph. D. Guides
and students registered under them   Nil

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   Nil   SRF   Nil   Project Fellows   Nil   Any other   Nil

3.21 No. of students Participated in NSS events:

University level   Nil   State level   Nil

National level   Nil   International level   Nil

3.22 No. of students participated in NCC events:

University level   NA   State level   NA

National level   NA   International level   NA

3.23 No. of Awards won in NSS:

University level   Nil   State level   Nil

National level   Nil   International level   Nil

3.24 No. of Awards won in NCC:

University level   NA   State level   NA

National level   NA   International level   NA

3.25 No. of Extension activities organized

University forum   Nil   College forum   Nil

NCC   Nil   NSS   02   Any other   02

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Rallies taken out by various forum of the college to create awareness against drug addiction, AIDS, blood donation camp etc.
- Literacy drive

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	10.94Acre	-	College fund	10.94Acre
Class rooms	18	Nil	College fund	18
Laboratories	06	Nil	College fund	06
Seminar Halls	06	Nil	College fund	06
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	14	01	Both Ugc & college fund	15
Value of the equipment purchased during the year (Rs. in Lakhs)	25.81Lakh	0.60Lakh	Both Ugc & college fund	26.41Lakh
Others	-	-	-	-

4.2 Computerization of administration and library

> Efforts have been taken to computerise the entire college

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8752	1094237	238	39384	12506	1133621
Reference Books	3427	640849	89	21047	3516	661896
e-Books	NIL	-	Nil	-	Nil	-
Journals	20	39255	05	6,770	25	46025
e-Journals	NIL		NIL		NIL	
Digital Database	NIL		NIL		NIL	
CD & Video	NIL		NIL		NIL	
Others (specify)	NIL		NIL		NIL	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	32	01	00	00	00	03	03	26
Added	01	-	00	00	00	00	01	01
Total	33	01	NIL	NIL	00	03	03	27

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> Steps were taken for training to teachers and students

4.6 Amount spent on maintenance in lakhs :

i) ICT
> 0.3 Lakh

ii) Campus Infrastructure and facilities
> 32.00lakh

iii) Equipments
> 0.6Lakh

iv) Others
> 1.1 Lakh

Total :
> 34.00 Lakh

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Students are enlightened about the various facilities and support available to them from various quarters.

5.2 Efforts made by the institution for tracking the progression

> Efforts are made to track students progression through periodic review

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
948	-	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	No	%			No	%
Men	416	44	Women		532	56

Last Year – 2014-2015						This Year – 2015-2016					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
507	60	04	176	00	747	533	109	10	296	00	948

Demand ratio 1:2   Dropout % - .5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students were encouraged to join various coaching centres imparting training for various competitive examinations .

No. of students beneficiaries   12

5.5 No. of students qualified in these examinations

NET   NIL   SET/SLET   NIL   GATE   NIL   CAT   NIL

IAS/IPS etc   NIL   State PSC   NIL   UPSC   NIL   Others   12

5.6 Details of student counselling and career guidance

Professor-in-change of career council and guidance cell conducted special meetings with the help the local experts to enlighten them about the prospects and avenues for the growth of their career.

No. of students benefitted   130

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes

> In order to enlighten the students on gender discrimination, the institution has organised a college level seminar.

5.9 Students Activities

   5.9.1   No. of students participated in Sports, Games and other events

   State/ University level   `00`   National level   `00`   International level   `00`

   No. of students participated in cultural events

   State/ University level   `00`   National level   `00`   International level   `00`

   5.9.2   No. of medals /awards won by students in Sports, Games and other events

   Sports : State/ University level   `00`   National level   `00`   International level   `00`

   Cultural: State/ University level   `00`   National level   `00`   International level   `00`

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	124	NA
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11   Student organised / initiatives

Fairs   : State/ University level   `01`   National level   `00`   International level   `00`

Exhibition: State/ University level   `00`   National level   `00`   International level   `00`

5.12   No. of social initiatives undertaken by the students - 02

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> To foster creativity and Leadership qualities among the students.

6.2 Does the Institution has a management Information System

> Yes, there is an effective management information system in place.

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

    6.3.1 Curriculum Development

> follows the curriculum of the affiliating University

    6.3.2 Teaching and Learning

> Eco-friendly teaching & Learning atmosphere

    6.3.3 Examination and Evaluation

> Strict measures undertaken to conduct all exams fairly .

    6.3.4 Research and Development

> Motivating the staff & students to go for research

    6.3.5 Library, ICT and physical infrastructure / instrumentation

> Steps are being taken for library automation

    6.3.6 Human Resource Management

> Healthy measures to utilise the existing manpower

    6.3.7 Faculty and Staff recruitment

> Appointment of guest faculties, part time lecturers against vacancy .

6.3.8 Industry Interaction / Collaboration

> Nil

6.3.9 Admission of Students

> Admissions are done on the basis of prescribed rules and regulations of the colleges and govt.

6.4 Welfare schemes for

Teaching	Health check-up,Canteen services
Non teaching	Provision of quarters
Students	Awareness programmes for students ,coaching classes

6.5 Total corpus fund generated   Nil

6.6 Whether annual financial audit has been done   Yes   √

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	D.L.C. Regional.Director	√	Principal and Academic Bursar
Administrative	√	D.L.C. Reg.Dr	√	Governing Body

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

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

> CBCS is going to be introduced soon

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> Nil

6.11 Activities and support from the Alumni Association

> Alumni association has rendered help to the institution as and when required.

6.12 Activities and support from the Parent – Teacher Association

> Parent – Teachers association has been a vehicle of progress for the Institution.

6.13 Development programmes for support staff

> Necessary measures are undertaken to promote the skill of the support staff.

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

> The institution has embarked upon a ambitious plan to make the campus eco friendly

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.

> Frequent supervision of classes by moving squads and transparency in admissions,examinations etc. has created a positive impact

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

> Students are provided with the benefits remedial and doubt clearing classes.

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

> 1. Periodic Seminar for Honours Students.
> 2. Teachers-parents Cell

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

7.4 Contribution to environmental awareness / protection

> Environmental awareness / protection through various
> means have been the major goal of the college

7.5 Whether environmental audit was conducted? Yes No √

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

> Strength—— an eco friendly campus suitable for learning
>
> Weakness- Lack of an auditorium
>
> Opportunity- ample scope to build career
>
> Threats-   competitions from residential colleges, poor financial conditions
>   of the students.

8. Plans of institution for next year

> To Create reading room in the library.to make a wi-fi campus

Name –Gokul Chandra jena
Reader in Commerce 15|5|16
Signature of the Coordinator, IQAC

Name –Sarat Chandra Khatai
Principal
Signature of the Chairperson, IQAC

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