



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		REMUNA DEGREE COLLEGE
Name of the head of the Institution		Mrs. Jayanti Nayak
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06782224399
Mobile no.		8280406706
Registered Email		remunadegreecollege@gmail.com
Alternate Email		nayakjayanti37@gmail.com
Address		Remuna
City/Town		Balasore
State/UT		Orissa
Pincode		756019
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Mr. Debendra Das
Phone no/Alternate Phone no.	06782224399
Mobile no.	8984374237
Registered Email	debendradas1972@gmail.com
Alternate Email	remunadegreecollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://remunadegreecollege.org/AQAR.aspx
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://remunadegreecollege.org/AcademicCalender.aspx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	2.80	2016	16-Dec-2016	15-Dec-2021

6. Date of Establishment of IQAC

02-Mar-2012

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
Organizing Career Councelling and	12-Jul-2016 01	53

motivational Lecture		
Science Fair	15-Aug-2016 01	36
Hematology Camp.	10-Sep-2016 01	48
Inter college Quiz Competition.	26-Aug-2016 01	78
Pre Eye Check-up of students	08-Nov-2016 01	103
NAAC PEER TEAM VISIT	05-Dec-2016 03	500
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8. Provide the list of funds 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
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
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)

1. NAAC receives LOI and wants to visit our college. 2. With the help of IQAC the Depts. have carried out qualitative seminars. 3. With initiatives from IQAC, central library boosts more services like Internet access and fully computerized. 4. The IQAC improves the quality of education (Remedial classes, seminars, internal assessment, etc.) and beautification of the college (gardening, cleaning, renovation of the building etc).

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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
Insisting faculties for publication of their books and journals in national and international level as per UGC guideline.	Faculties shed books and journals in national and international level.
Students will be given more encouragement for participating in extracurricular activities.	Our students participated in cultural and sports organized by various institutions, Government agencies etc. Some of them made the college proud by earning laurels in various fields like debate, recitation, state level and national level sports and cultural activities. etc.
Inspiring faculty member for participating in various refresher course, induction program, National & international conferences. Teachers are also motivated to organize departmental seminars and workshop.	Our faculty members participated in various refreshers and faculty development programmes. Many faculties participated in different conferences. Faculties have also organized departmental seminars twice in a academic year.
It is decided by the IQAC to pay special attention to the advance learners of our college and we have also decided to offer remedial classes for the slow learners.	Special attention was given to the slow learners through remedial and doubt clearing classes. The brilliant students were inspired by various awards and prizes and special words of advice by senior faculties.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	14-Aug-2017

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

Yes

Date of Visit

05-Dec-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2017
Date of Submission	07-Feb-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum of the college is determined by the affiliating university. Although the college is affiliated with university following all the guidelines, exercise its flexibility to some extent to enhance the students skill. Departments display the teaching plans for all subjects to enhance the compatibility among teachers and students based on academic calendar. Our faculty members take utmost care to complete the syllabus in time. Departmental seminar, MCQ test, project work, assignments are conducted regularly as internal components of evaluation The library is constantly updated with new books, journals, magazines to the needs of teachers and students for effective implementation of the curriculum through easy access to e- journals, and e-books. Teachers delivered syllabus as per curriculum and ensures timely completion. Distribution of workload and preparation of time table is done in advance by every department, which is in synchronization with institutional academic calendar. Institute has taken initiatives to provide skill development programme, career counselling programme, study tour for holistic development of students. The progress of the delivery of curriculum, teaching & learning is regularly monitored by periodic meetings of IQAC. The overall process is monitored by collection of feedback from students and conducting regular academic audit.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	20/06/2016	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	MATHEMATICS	01/11/2016
BA	PHILOSOPHY	01/11/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS	01/06/2016

BA	EDUCATION	01/06/2016
BA	HISTORY	01/06/2016
BA	HOME SCIENCE	01/06/2016
BA	ODIA	01/06/2016
BSc	POLITICAL SCIENCE	01/06/2016
BSc	PHILOSOPHY	01/06/2016
BSc	SANSKRIT	01/06/2016
BSc	BOTANY	01/06/2016
BSc	CHEMISTRY	01/06/2016
BSc	MATHEMATICS	01/06/2016
BSc	PHYSICS	01/06/2016
BSc	ZOOLOGY	01/06/2016
BSc	COMPUTER SCIENCE	01/06/2016
BCom	COMMERCE	01/06/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	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
0	20/06/2016	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NA	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedbacks are taken from the stakeholders of the institution for strengthening teaching learning process and overall development of the college. The feedback is taken from students, Parents, Alumni once in a year manually.

The feedback taken from the stakeholders are then analyzed and proper actions were taken in the staff Council meeting. The feedbacks taken from the students and parents have been helpful in multiplying books in the Central Library by which students as well as faculties are benefited. Students and parents have high opinion on quality of teaching, lab facilities, practical, and examination and evaluation system. Guidance and counselling by the teachers could satisfy the students and other stakeholders of the college. They express satisfaction on participation of students in co-curricular and extra-curricular activities that have been carried out as regular activities of the institution. Organisation of departmental seminars in the concerned departments could encourage the students in their voluntary participation in these thereby improving their capacity in expression and gathering knowledge. Sanitation and hygiene available in the college campus have attracted more and long attendance of students especially the girl students in their respective classes and other curricular as well as extra-curricular activities they are involved in. Canteen facility, sports facility and internet facility have been improved on the basis of feedback of students and parents.

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
BSc	PHYSICS, CHEMISTRY, MATHEMATICS, COMPUTER SCIENCE	192	1304	106
BCom	COMMERCE	48	250	39
BA	ECONOMICS, EDUCATION, HISTORY, HOMESCIENCE, ODI A, PHILOSOPHY, POLITICAL SCIENCE, SANSKRIT,	256	1753	221
BSc	PASS	64	33	19
BSc	BOTANY, ZOOLOGY	80	930	76

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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
2016	1440	Nil	13	Nil	13

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	Number of	ICT Tools and	Number of ICT	Number of smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
26	21	2	2	Nil	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Our college has a student mentoring system which provides better guidance, support and career counselling to the under graduate students. After taking admission, each department is assigned a teacher mentor to each of the student. The mentor-mentee ratio mostly depends upon the no. of faculties against the total enrolled students. The teacher mentor prepares a list of his/her mentees and gets acquainted with them for 3 years till the completion of graduation. Mentors conduct meetings with their mentees to discuss not only students' skill enhancement, different competitive exams and problems related to courses but also college's infrastructure, academic, non-academic or personal as well. The mentor tries his/her best to find solutions to such issues and informs the college administration about the matter if need be. This students mentoring system establishes consistent communication with parents, helps closely monitor the growth of students. Our mentors have demonstrated that they are responsible, hardworking, and friendly and have a strong passion for being of services to others. This system presents a glaring examples of mutual relationship between mentors and students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1670	13	1:128

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
28	26	2	14	3

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
2016	NIL	Nil	NA
2017	NIL	Nil	NA
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college is followed different programme schedules as per FM University norms. The University has adopted major reform in evaluation by introducing Choice Base Credit System from the academic year 2016-17 that has been prepared as per UGC Model Curriculum. As per University norms, three year Degree Course leading to the B.A., B.Sc, and B.Com Degree shall spread over a period of six semester in three academic years and each of the Six Semester Examinations shall include one mid- semester and one End semester Examination. Assessment of performance is an integral part of teaching and learning and the assessment of all the Semester Examinations is made by the University. For enhancing teaching learning process our institution conducts internal evaluation to enrich the student's performance throughout the year. For better results in the semester Examinations, the college conducts monthly test, unit test and final test. Result analysis is done by the faculties after the final Semester examinations. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members for the improvement of student's performance. The college is keen on monitoring the performance of the students and reports to the parents. Parents and guardians are advised to note the performance of their wards and take remedial measure if needed. Semester Examinations of three hours duration will be conducted at the end of every semester for all the theory and practical papers.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The preparation of academic calendar of our college and its adherence is mentioned below: A tentative academic calendar for the institute is prepared following the calendar of university. The holidays considering Govt./University holidays and tentative dates for vacations are mentioned in the calendar. Any required changes/ reforms are included in the calendar for the present academic year. The number of continuous assessments to be conducted is mentioned in the calendar following the guidelines and timeline provided by the university. Along with the internal assessments, the co-curricular and extracurricular activities, major departmental and institutional events to be organized are also mentioned in the calendar. The reference of previous year calendar has also been taken into consideration if required. The dates mentioned in the calendar are generally followed by the college. The college follows its academic calendar for conducting continuous internal evaluation of the students through home assignments, surprise tests, unit test, open book exam are included in the academic calendar. The examination committee works on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests.

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)

<http://remunadegreecollege.org/LearningOutcomes.aspx>

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

Nil	BA	Economics	Nil	Nil	Nil
Nil	BA	Nil	Nil	Nil	Nil
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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)

<http://remunadegreecollege.org/STUDENTSURVEY.aspx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – 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
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – 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
NA	NA	

3.2.2 – 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
NA	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – 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
NA	NA	NA	NA	NA	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMMERCE	4	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
COMMERCE	1
No file uploaded.	

3.3.5 – 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
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

3.3.6 – 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
NA	NA	NA	Nil	Nil	Nil	NA
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	4	2	Nil
Attended/Seminars/Workshops	Nil	9	2	Nil
No file uploaded.				

3.4 – Extension Activities

3.4.1 – 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
Organ Donation Camp	NSS, Remuna Degree College.	17	109
Pre-republic Day Pared selection Camp	NSS, Remuna Degree College.	1	2
Cloth and Candle distribution programme.	NSS, Remuna Degree College.	5	21
State level cycle rally	NSS, Remuna Degree College.	9	35
Blood grouping camp	YRC, Remuna Degree College.	21	85

World Water Day	YRC, Remuna Degree College.	7	34
District level study-cum-training camp.	YRC, Remuna Degree College.	19	18
World No Tobacco Day	YRC, Remuna Degree College.	7	32
Global Hand washing Day	YRC, Remuna Degree College.	6	37
World AIDS Day	YRC, Remuna Degree College.	20	64
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3.4.2 – 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
NA	NA	NA	Nil
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3.4.3 – 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
Global Hand washing Day	YRC, Remuna Degree College.	Awareness programme in nearby village	8	32
World AIDS Day	YRC, Remuna Degree College.	Awareness programme in nearby village	9	27
Swachh Bharat	NSS BOYS GIRL UNIT	Campus Cleaning	8	28
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Exchange	143	Management	01
Faculty Exchange	27	Management	01
No file uploaded.			

3.5.2 – 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

NA	NA	NA	Null	Null	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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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
62.35	33.07

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
No file uploaded.	

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
Library Management System	Fully	4.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5099	1399459	705	152787	5804	1552246
Reference Books	1168	419936	66	27213	1234	447149
Journals	15	19090	Null	Null	15	19090
Others (specify)	21	16936	Null	Null	21	16936
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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
NA	NA	NA	Nil
No file uploaded.			

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	2	0	1	0	0	2	0	100	0
Added	51	1	0	0	0	3	0	0	0
Total	53	1	1	0	0	5	0	100	0

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

100 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
NA	Nil

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
41.08	31.03	17.9	14.87

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, provide link)

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose as per the requirements in the interest of students. • Laboratory: Record of maintenance account is maintained by concerned faculty and supervised by HODs of the concerned departments. Maintenance of laboratories are as follows:- The calibration, repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. • Library: - The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the principal. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked

out / resolved by the library committee. • Sports: - Regarding the maintenance of sports equipment the college sports in charge is deputed. • Computers: - 1. Computer laboratory established to fulfil the need of the students. 2. LAN and core areas with WIFI Enabled campus. • Classrooms: - 1. The college has various committees for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. 2. Administrative officers will take in charge for student's academic requirements. • Additionally: - 1. There is lab instructors in every department, who maintains the stock register by physically verifying the items round the year. 2. Department wise annual stock verification and Regular maintenance of Computer Laboratory equipment's are done headed by the faculty in charge. 3. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees. 4. College campus maintenance is monitored through regular inspection. 5. Upkeep all facilities and cleanliness of environment in men's and women's hostel is maintained through Hostel monitoring committee. 6. Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband, Updating of software. 7. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. 8. Regular maintenance of the water cooler and water purifier is done regularly. 9. The maintenance of the reading room and stock verification of library books is done regularly by library staff.

<http://remunadegreecollege.org/>

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	Freeship	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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
JOIN THE INDIAN ARMY	12/07/2016	55	Team from HQ Central Command, Lucknow, UP
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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

2016	Placement by Jagadamba Polymer PVT (off Campus)	Nil	21	Nil	2
2016	Career Guidance for Competative Exams	27	Nil	Nil	Nil
2016	Placement by Emami Paper Mill	Nil	24	Nil	1
2016	MITG Group of institutions, Patia, Bhubaneswar.	Nil	4	Nil	Nil
2016	Mahindra Pooled Campos Recruitment Drive	Nil	3	Nil	Nil
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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
2	2	6

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
NA	Nil	Nil	NA	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	4	B.A.	Odia	F.M. University	M.A. In Odia
2017	3	B.A	Economics	North Odisha University	M.A. In Economics
2017	3	B.A.	Home Science	RD Womens' College	M.A. Home Science
2017	4	B.A.	Sanskrit	North Odisha	M.A in Sanskrit

				University
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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
Nil	Nil
No file uploaded.	

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 !!!		
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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
2016	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Students of the college act as representatives in the academic and administrative bodies for smooth running of the teaching learning process. Representation of students in IQAC has been given priority. The academic body of the institution discuss with the student representatives regarding any problem they face and any demand at any time they have. All the Department organize quality circle choose representatives and give them responsibility in arranging departmental activities like organisation of seminars, study tour, departmental assignments, best practice and regular NSS, Red Cross, NCC activities as well as other curricular and co-curricular activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

To promote and foster mutually beneficial interaction between Alumni and the Institute. The alumni association contributes significantly to the development of the institution through financial non-financial years during the last four years in Remuna Degree college. Remuna Degree College, Remuna Alumni Association of the college has been registered on 2015-16 and it is functioning in the college, which makes the professional Structure helps the alumni to get associated with each other. To encourage the Alumni to take abiding interest in the process and development of Institute. This worldwide stage of alumni association acts as a platform for all the alumni members by establishing their inner talents as well as by extending the helping hands with each other. The prowess of every alumni member throughout the year is to Exchange the knowledge, volunteer in Blood donation camp, sapling culture, organize technical conferences, participate in the athletic meet, present in workshops and training courses.

5.4.2 – No. of enrolled Alumni:

16

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

1600

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni is established in the year 2015 at Remuna Degree College, Remuna. The principal along with the Heads of the Department and Governing body members of the college were present. Various activities were conducted by the Alumni Association in the year 2016-17. The details are as follows. The alumni participated in Plantation, awareness program including neighbouring communities organized by NSS units and other extension groups of the institution of the college. Every year on the 5th December, On the occasion of the college Annual Day celebration, the alumni association actively participated in its smooth organisation. The alumni association organize get-together events that give chances to the old and new students to interact each other with faculty member as well as the other staff. The alumni also organize various programs and sharpen their leadership, and organizational skills. The alumni also actively participate in successful organization of sports such as Annual Athletic Meet.

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 success of Remuna Degree College based on the ethics of decentralization and participative management since its inception. Team work is the fuel that allows common men to produce uncommon results. The main functions of institution are classified into Administration, Academics, Examination and Human Resources. The participative management which is known as employee involvement or participative decision making encourages the involvement of stakeholders at all levels of an organisation in the process of an analysis of problems, development of strategies and implementation of participative management is one of the core cultural features of the institute. Management representatives, principal, faculty members and students play an important role in participative management. The governance of the college is reflection of an effective leadership in time with the vision and mission of the college. The objectives of the higher education policies of the country are clearly reflected in our mission of practical use of knowledge in day to day life through extensive activities and making teaching learning interactive and student- friendly while the visions are to bring a social change through quality education as well as to prepare better human sources by inculcating sense of duty and responsibility in them. The members of various cells and committees act in accordance and monitored by their convenors being liable to their assignments while the reports and documentary proofs of these have been kept for further reference. The faculties are involved in various curricular and co-curricular activities. The Principal heads the academic, administrative and other matters related to the students. Throughout the academic year, all the committees participate to resolve the concerning issues for the interest of the institution where every committee member has the freedom to participate in decision making. The students take an active part in the various activities on the campus. This results in the effective and proper execution of the work and promotes cooperation between management, staff, and students. HODs have functional autonomy to decide on the various departmental events by

implementing them with the involvement of the faculty members. Head of the department plays a crucial role in decentralizing the resources by scheduling the activities of the department and assigning responsibilities to the department faculties. Organizing seminars, workshops, conferences and Industrial visit are delegated often to the faculty members by the HOD. Faculty members are involved in the purchase and maintenance of equipment. One of the objectives is to mentor the students as productive citizens for the society at large as participative management. Towards the end, the mentoring system provides a guideline to the students was conceived and implemented with the participation of the faculty members. Each and every faculty maintains the record of students' profile. Quality circle for each department has been formed to enhance the quality of teaching learning process from grass root level. Nonteaching staff are represented in the governing body and in the IQAC. Suggestions of non-teaching staff are considered while framing policies and taking important decisions

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
Library, ICT and Physical Infrastructure / Instrumentation	Library ICT , physical infrastructure is upgraded periodically based on the recommendation of the Library Committee, ICT Committee and Building Committee respectively. • The College Library is fully automated, air conditioned storing barcoded books. The Library has OPAC for online search of books, research journals, periodicals for ready reference. • Library has three computers and three printers. • The College has E-Class rooms with projectors wi fi, language lab for practicing communicative English. The College has spacious class rooms, Girl's Hostel, Staff Common Room, Girls Common Room, good parking facility and canteen. The college has well equipped laboratories for enhancing practical skills of students
Examination and Evaluation	Our institution conducts different examinations as per the schedule of the affiliating university. • Examination Committee has taken steps to conduct examination with in the stipulated time period given by the university. • Examination Committee has reenforced guidelines for the conduct of the examination and made all faculties aware of these guidelines before the commencement of the examination. • Faculties of our institution are assigned as a evaluators in the evaluation process of the affiliating

university. The faculties of our institution are assigned as external examiners by the university to conduct practical examinations. • Those students who do not perform well in examinations are counselled individually as and when required. Weaker students are given more chances to improve their scores.

Teaching and Learning

Teaching-learning is the major part of the development of students. It also plays an important role in bringing up students learning to a higher level and a healthy interaction between students and faculty. At the beginning of each academic year the college formulates an exhaustive academic calendar to ensure timely and effective teaching learning outcome. Our college has adopted chalk and talk methods, group discussion, lecture-cum-demonstration methods, practical teaching, ICT teaching via projectors, wi-fi campus and upgradation of library with latest edition of books. Apart from class room teaching field studies, seminar are used for teaching. Educational tours are organised for making learning more effective as per requirements. Some of the departments encourage their students to prepare wall magazines by submitting informative articles. Quality of teaching is ensured by systematic feedback taken from students and all stakeholders. Remedial classes and doubt clearing classes are taken by teachers to cater the need of students.

Curriculum Development

Curriculum has been developed by Fakir Mohan university (FMU) and followed by our institution as it is affiliated to FMU. since the university curriculum needed to be updated. The college has been consistently designing its teaching methodology to cater to the new curricula and examination processes Lab manuals in different subjects are made the point of reference for conducting practical classes and tests in this way, students are being prepared and inducted to face the rigours of the semester system at University level. Teachers prepare their teaching plan to complete the syllabus with in the stipulated time frame. The Principal in Cubulation of IQAC with conducts meetings with HODs and sets target to be accomplished by

each Department for every academic year for proper implementation of curriculum.

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

E-governance area	Details
Examination	<p>The college has Examination Committee for proper conduct of regular exams scheduled by Fakir Mohan University. The college follows the guidelines provided by the affiliating university. The result analysis is done regularly to generate reports which help teachers to plan additional remedial and doubt clearing classes to improve students' learning process. As per the requirements of the Examination Committee, all the necessary equipments are provided by the college such as strong room, separate desktop, high speed internet facility for proper conduct of exams.</p>
Administration	<p>Notice and circular are uploaded in the college website and communicated to different departments through Email from the office of the principal. All important circular, guidelines and letters received from govt. and university are also made available on the college website. College has I-card generation for student, faculty. Also it has Biometric system of attendance for all teaching and nonteaching staff. The college campus is equipped with CCTV Cameras. All the computers of library and administrative block are connected together through WIFI With BSNL Broadband server.</p>
Finance and Accounts	<p>The accounts and finance section is fully computerised and high speed internet is used for proper functioning of account section. A dedicated licensed software is used for maintaining the accounts of the college. The administrative office maintains the books of accounts properly which help in auditing procedure. The daily collection register is fully computerised and automated. Faculties and staff salaries are credited on bank account directly. This system brings uniformity and clarity in accounting.</p>
Student Admission and Support	<p>The admissions in UG courses of the college are being done through admission web portal of the department</p>

of Higher Education, Govt . of Odisha. i.e.Student Academic Management (SAMS). Students apply online on the web portal as per schedule issued by the Govt. , Merit list is generated complying the reservation policy by the Department of Higher Education and is sent to the college for giving admission. The college makes admission of the students after verification of their documents The rules and regulations for admission are laid by the Department of Higher Education, Odisha which are strictly followed by the College. During the spot admissions the merit list is prepared and displayed in the college notice board for transparency. The students who fulfil all the norms are admitted into a particular programme. The admission process of this college is transparent fair. During the academic admission a Help Desk has been made for the students support. Also the college always supports the financially weaker family students by fee concession, scholarships etc. All the details are published with detailed information on various courses and fee structure. The institutional website contains all the information relating to the courses.

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
Nill	NA	NA	NA	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College 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)
2017	ICT	ICT	06/02/2017	06/02/2017	19	7
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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
NA	Nil	Nil	Nil	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	21	4	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Health Insurance, EPF,ESI	Health Insurance, EPF,ESI	Group Insurance

6.4 – Financial Management and Resource Mobilization

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

The internal and external audit mechanism of the institution is done at various levels. The internal audit of the various departments of the college, library, service units, etc are conducted through stock taking by the Internal Audit Committee of the institution on yearly basis. The institution has adopted external audit system. Which is audited by a Chartered Accountant.

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 !!!		
View File		

6.4.3 – Total corpus fund generated

70986

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	Nil	Yes	IQAC, Remuna Degree College.
Administrative	No	Nil	No	Nil

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

During the parent-teacher meeting they discuss to improve the college in many areas like infrastructure, disciplines, attendance of students, Proper Dress Code, extracurricular activities and performance of the students. The college always invites suggestion for improvement from the parents and stakeholders, Also the feedbacks obtained from them are always given due importance. Parents

are invited to be a part of Annual day celebration.

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

The college has provided ICT training to the selected office staff to handle Online Admission, Scholarship and other administrative work etc. College uniform is provided by the institution.

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

Organize more Career Counselling and Placement Programme. To enhancing infrastructure Facility (Construction of Toilets and GYM). Regular analysis of semester results and action taken to enhance overall development of student. College website has been modified. IQAC has taken active initiation to enhance collaboration and MOUs with industrial and academic Institution for internship and employability. IQAC has reform committees for smooth conduct of curricular, co-curricular, extracurricular and extension activities. Faculties are encourage to participate in conference, seminar, workshop, orientation programme and Refresher course for strengthening for teaching learning process. NIRF Registration and upload Strengthening of Best practices. Timely submissions of AQAR.

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

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
2016	Science Fair	29/04/2016	15/08/2016	15/08/2016	36
2016	Inter college Quiz Competition.	28/07/2016	26/08/2016	26/08/2016	78
2016	Hematology Camp.	28/07/2016	10/09/2016	10/09/2016	48
2016	Organizing Career Counselling and motivational Lecture	29/04/2016	12/07/2016	12/07/2016	53
2016	Pre Eye Check-up of students	29/04/2016	08/11/2016	08/11/2016	103
2016	NAAC PEER TEAM VISIT	27/10/2016	05/12/2016	07/12/2016	500
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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
NA	Nil	Nil	Nil	Nil

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
A solar Panel has been installed at Campus and solar lamp posts installation in the core campus. College also keep replacing the incandescent light bulb and uses the low consume power bulb to save the energy. There are several awareness posters placed around the campus regarding saving water, saving trees, reducing plastics. Every year college takes of plantation projects like institutional gardening and volunteer-activists of different service units like YRC,NSS, NCC plays an active role in the operation green Haunt. At the time of arrival of monsoon the college observe clean and green campus week.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

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
2016	1	1	28/10/2016	1	Distribution of Candle cloth for needy	To Help needy People of Adivasi Sahi of Madhipur village	25
2016	1	1	14/09/2016	1	Organ Donation Camp	Awareness for Organ Donation	126
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil
No file uploaded.			

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

Rain Water Harvesting Encourage Students to use bicycles Use of Solar Light
Vermi Compost Sapling Plantation to make the Campus Green Use of LED bulbs/
power efficient equipment

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To make Environmental Eco friendly The College has always believed in the need to inform students of the changing nature of the environment. Today's environmental issues with the increasing problems of pollution and global warming present formidable challenges in science, public policy and technology. One of the main objectives of the college is to sensitize students about environmental issues, motivating them to promote ecological justice and sustainable practices. The college promotes sound institutional practices, which balance environmental concerns to conserve energy and resources. Some of the initiatives are rain water harvesting, solar panels, sapling Plantation, vermin composting, mushroom cultivation, herbal garden. 2. Best Practice - 2 Programme for Enhancement of Communication in English This programme was initiated to help students who lack the required competency in English and to improve their proficiency and enhance communication in English to help them understand their core disciplines and subjects. The outcome was that the students were able to blend with the rest of the class. Improved English language competence lead to improvement in academic performance. About 250 students benefitted by this programme. The unique feature of this practice is that students are practicing in peer learning Method . The involvement of student helpers in this programme has several advantages. Informal, interactive teaching methods are creatively used by student- teachers and the enthusiasm which they radiate in the classroom is an instant success with the learners. The impact of this programme extends beyond academics and has created a sense of togetherness, mutual understanding and has narrowed the divide between the different sections of the student population on campus.

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

<http://remunadegreecollege.org/BestPractices.aspx>

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

No data entered !!!

8.Future Plans of Actions for Next Academic Year

Many goals of the college are given priorities. As per our vision we nurse to provide an academic environment conducive to effective, inspired teaching and learning. We plan to construct a well- furnished and well-equipped computer lab is as per student strength in the year to come. Having UG courses in Arts, Science and Commerce streams, the institution plans to introduce P.G. courses and other self financing courses. We wish to introduce more smart class rooms in the coming academic session with necessary technical devices which can be beneficial for students as well as faculties in the learning process. In consonance with curricular activities, the extra- curricular activities of the students need be reared and so we plan to construct an indoor stadium. Since on-campus boarding demand from students is increasing year after year, a Boy's Hostel is planned to be built in the next academic year. We wish to organize more career counselling programmes and field visits for our students so that students can get counselling

on their future career and field study knowledge. Thus, our institution is ever eager to bring in all-round development of the students as well as the institution itself.