

# REMUNA DEGREE COLLEGE,

REMUNA, BALASORE



ODISHA, 756019

Website: [www.remunadegreecollege.org](http://www.remunadegreecollege.org),

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**ANNUAL QUALITY ASSURANCE REPORT- 2015-16**  
**SUBMITTED TO**  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,**  
**BANGALORE**

**(NAAC)**



**The Annual Quality Assurance Report (AQAR) of the IQAC- 2015-16**  
**REMUNA DEGREE COLLEGE**  
**REMUNA, BALASORE**

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution

Remuna Degree College

1.2 Address Line 1

At/P.O:- Remuna

Address Line 2

Block- Remuna

City/Town

Balasore

State

Odisha

Pin Code

756019

Institution e-mail address

remunadegreecollege@gmail.com

Contact No.

06782-224399

Name of the Head of the Institution:

Mrs. Jayanti Nayak

Tel. No. with STD Code:

06782-224399

Mobile:

9861779074

Name of the IQAC Co-ordinator:

Mr. Debendra Das

Mobile:

8984374237

IQAC e-mail address:

remunadegreecollege@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

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.remunadegreecollege.org

Web-link of the AQAR:

www.remunadegreecollege.org

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	1 <sup>st</sup> Cycle				
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

02-02-2012

1.8 AQAR for the year (for example 2010-11)

2015-16

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

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 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

(e.g. 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

1.11 Type of Faculty/Programme

Arts     Science     Commerce     Law     PEI (Phys Edu)

TEI (Edu)     Engineering     Health Science     Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Fakir Mohan University ,Balasore

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

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

No

UGC-Innovative PG programmes Any other (*Specify*)

No

No

UGC-COP Programmes

No

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

02

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders: No.Faculty    
Non-Teaching Staff Students  Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
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.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. With the help of IQAC the HONS. Teaching Depts. has carried out qualitative seminars in their Depts.
2. Initiatives from IQAC, central library improve more services like Internet access and fully computerized.
3. 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).

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
<p>1. It is decided by the IQAC to pay special attention to the first generation learners of our college and we have also decided to offer tutorial and remedial classes for the slow learners and SC/ST/Minority students.</p> <p>2.Guiding/Encouraging/SharingExperience of teaching</p> <p>3. Students will be given more encouragement for participating in extracurricular activities.</p> <p>4. The IQAC suggested the Librarian and TIC for up-gradation/automation of Central Library &amp; also for Internet to connect with worldwide library</p>	<p>1. Special attention was given to the weaker section of the students and arrangement was made for giving special coaching to them with SC/ST/OBC students. The brilliant students were inspired by various awards and prizes and special words of advice by senior professors.</p> <p>2. a) Interaction with Teachers&amp; Resource Persons. b) Career Counselling, Group Discussions. c) Remedial Classes.</p> <p>3. 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 etc.</p> <p>4. Up-gradation &amp; Internet system in library with automation system has been installed up to the satisfaction.</p>

\* 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

- |  |
|--|
| <ol style="list-style-type: none"> <li>1. Data sought from departments for the preparation of AQAR for five years.</li> <li>2. Departments have been requested to give in written proposals for holding state/ National level seminars.</li> <li>3. The academic colander was Implemented as per decisions taken in the IQAC meeting.</li> </ol> |
|--|

## Part – B

### Criterion – I

#### I. 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	15	00		-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	15	00		-
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	yes

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.

Nil

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	Asst. Professors	Associate Professors	Professors	Others
15	10			05

2.2 No. of permanent faculty with Ph.D.

02

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
10	-								

2.4 No. of Guest and Visiting faculty and Temporary faculty

16

05

2.5 Faculty participation in conferences and symposia: : NA

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

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

Recently, a Seminar Hall is established which is widely used for seminar .

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

180

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

Open book

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

13

00

00

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 %	Pass %
UG (ARTS)	207	33.34	45.45	46.46	80.37
UG(SC)	64	-	-	-	58.34
UG(COM)	40	-	-	-	72.5

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	05
Staff training conducted by the university	00
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	01
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	02		00	02
Technical Staff	03		00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

Providing scope for doing research work.

#### 3.2 Details regarding major projects :Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	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			

#### 3.5 Details 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 organisations Nil

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 <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from NA

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

3.9 For colleges  
 Autonomy  DBT Star Scheme    
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences Nil  
 organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year : NA

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

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year : NA

Total	International	National	State	University	Dist.	College

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

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) Nil  
JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:  
University level  State level   
National level  International level

3.22 No. of students participated in NCC events: Nil  
University level  State level   
National level  International level

3.23 No. of Awards won in NSS:  
University level  State level   
National level  International level

3.24 No. of Awards won in NCC: Nil  
University level  State level   
National level  International level

3.25 No. of Extension activities organized  
University forum  College forum   
NCC  NSS  Red Cross

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

- Essay and letter writing competition
- Blood donation camp
- Study tour

- Vocational training of tailoring and haematology
- Blood grouping test Automation of library
- Jala Chhatra (Water Distribution in summer day)
- Counselling of week student
- Departmental seminar
- Eye check-up Camp
- Inter college quiz completion
- Monthly test and group discussion.

### **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	28,328 sq. MT's	NIL		28,328 sq. MT's
Class rooms	19	NIL	State government Aid	19
Laboratories	06	NIL		06
Seminar Halls	01	Nil		01
No. of important equipment's purchased (≥ 1-0 lakh) during the current year.	Nil	Nil		
Value of the equipment purchased during the year (Rs. in Lakhs)	20.12	NIL		20.12
Others	55	12		67

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3654	779888	1871	425891	5525	1205779
Reference Books	400	71190	768	-	1168	91190
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	--	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	02	-	YES	YES	NO	02	NO	00
Added								
Total	02					02		00

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

Computer training for teaching and non-teaching staff.
--

4.6 Amount spent on maintenance in lakhs:

i) ICT	00
ii) Campus Infrastructure and facilities	00
iii) Equipment's	28,500 /-
iv) Others	2000/-
<b>Total:</b>	<b>30500/-</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Yoga and meditation
- Study Tour
- Communication skill programme

#### 5.2 Efforts made by the institution for tracking the progression

Through Alumni

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	-	-	-

#### (b) No. of students outside the state

03%

#### (c) No. of international students

Nil

	No	%		No	%
Men			Women		

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
561	176	32	386	03	1158	690	71	25	378	00	1164

Demand ratio 230%

Dropout 5%

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

Nil

No. of student's beneficiaries

Nil

#### 5.5 No. of students qualified in these examinations: NA

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others



5.6 Details of student counselling and career guidance

Counselling were done prior to campus selection

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Emami Pvt. Ltd	22	07	00
Jagadamaba Pvt. Ltd	10	04	00

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events: NA

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	09	9000/-
Financial support from government	37	
Financial support from other sources	94	
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives: NA

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

- Our student Volunteers received the State Blood Transfusion Council, Odisha award for maximum 78 Units of Blood collected in the blood donation camp organized by Youth Red Cross.
- Our student Volunteers received District NSS Award from FM University.

5.13 Major grievances of students (if any) redressed:

- Regular Police patrolling for preventing intruders, trespassers, antisocial elements into campus.
- Deployment of round the clock security guard in shift.
- Repair and renovation of lavatories.

## **Criterion – VI**

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **VISION**

- To bring a social change through quality education.
- To prepare better human resources by inculcating sense of duty and responsibility in them.

#### **Mission**

- To make teaching -learning interactive and student friendly.
- To introduce ICT in teaching-learning.
- Practical use of knowledge in day to day life through extensive activities.

## 6.2 Does the Institution has a management Information System

Yes,

- The college students play a vital role in the management of information system of the college.
- A complaint box has been placed in the office for collecting information about ragging or any other illegal incident.
- Students Grievance Redressal Cell, Library Committee, Cultural Committee, UGC Committee, Sexual Harassment Cell, Admission Committee etc. working together.

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

The staff members are allowed to undergo orientation and refresher courses organized by the staff academic colleges of various universities. For the non-teaching staff, the training is given in office automation by experts of Govt. of Odisha from time to time.

### 6.3.1 Curriculum Development

Doubt-clearing classes, Departmental Seminars, Remedial classes are being conducted at regular intervals. Monthly tests are also conducted.

### 6.3.2 Teaching and Learning

- The college brings out an academic calendar at the beginning of every academic session.
- The lecturers of most departments make use of chart, model, graphs, diagrams, notes, model questions, projector, black board, white board, computer, PowerPoint, module, etc.
- Adopting psychological principles underlying teaching-learning process.
- Stress-free environment for better academic achievement.

### 6.3.3 Examination and Evaluation

- The Examination Committee prepares the schedule for Internal Assessment Test (IAT).
- Question paper setting is done according to the norms of university. Besides this, the Internal Examination, Test Exam, University Exam, Semester Exam and University Exams are followed as per arrangement made by the University.

6.3.4 Research and Development  Yes

6.3.5 Library, ICT and physical infrastructure / instrumentation

Central Library is automated and computerized.

6.3.6 Human Resource Management  Nil

6.3.7 Faculty and Staff recruitment

Regular teaching & non-teaching staff are recruited through G.B. whereas guest faculties are recruited temporarily through interview by approval of Authority of the college.

6.3.8 Industry Interaction / Collaboration  Yes

6.3.9 Admission of Students

Admission to different streams is done by the common admission procedure by the Dept. of Higher Education, Odisha. (SAMS)

6.4 Welfare schemes for

Teaching	YES
Non-teaching	YES
Students	Student aid fund

6.5 Total corpus fund generated

01

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	NO	NO	YES	GB
Administrative	NO	NO	YES	GB

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?

Final Exam and Semester Exam are conducted by the University. The college has no role to play.

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

NA

6.11 Activities and support from the Alumni Association

The college has an Alumni Association which takes initiative in different kinds of academic and social activities for all-round development of the college especially for a) inspiring the students to help the needy persons.  
b) inspiring the students to participate in the national & international seminars & workshop.  
c) inspiring the students to participate in sports & cultural activities.

6.12 Activities and support from the Parent – Teacher Association

We organised Parents-Teachers meeting usually twice in a year. In this respect, we sought their suggestions for various academic developments

6.13 Development programmes for support staff

The college is performing e-Admission work & e-updation with the active support of the Data Entry Operator

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

The Institution always emphasizes on the necessity of keeping the campus totally pollution- free and making the surroundings completely clean. For this purpose, a initiative has been taken to plant trees inside and outside the campus & students are inspired to take part in this programmes.

## 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.

- Swachh Bharat Aviyaan
- Plantation of trees
- Discipline among students
- Blood Grouping test
- Development of communication skill
- Career Counselling programme

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

A special room was allotted to the IQAC Office.

- Some new furniture like Almirah, Chairs, desk, tables, Computer tables etc. were purchased for the college office.
- New books (both text books and reference books) were purchased for the College Central Library. Separate reading rooms were arranged for the teachers and the taught.
- Extension work like yoga, seminars, computer training, industrial visit was done in our college.
- Organisation of Blood Donation Camp, Blood Grouping Test etc.
- Academic strength like essay writing, letter writing, handwriting practices were organised
- Organisation of departmental study tour.Cultural activity.

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

Health care facility  
Educational support system

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

7.4 Contribution to environmental awareness / protection

- Preservation of trees inside & outside the campus.
- Campus-cleaning by students and staff.
- Particular attention is given to keep the college campus plastic-free

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: Sufficient Infrastructural Facilities to impact quality Education.

WEAKNESS: Lack of research facilities.

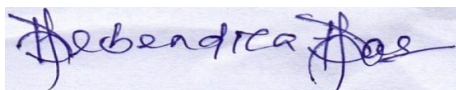
OPPORTUNITY: Opportunity to serve the society in different angles having good Graduates attributes.

THREAT: To Open PG Classes.

**8.Plans of institution for next year**

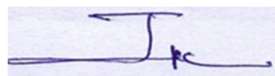
- To expand Academic Block.
- To Introduce PG in all programmes more self-financing courses.
- To construct an indoor stadium and avail transportation facility.
- To have smart class rooms.
- To be listed among Top 20 colleges in Odisha.

Name Debendra Das



Signature of the Coordinator, IQAC

Name Jayanti Nayak



Signature of the Chairperson, IQAC

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**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 Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

\*\*\*\*\*