The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2015-16

1. Details of the Institution

1.1 Name of the Institution

Rajdhani College

1.2 Address Line 1

Baramunda

Address Line 2

Bhubaneswar

City/Town

Bhubaneswar

State

Odisha

Pin Code

751003

Institution e-mail address

Rajdhanicollege@yahoo.in

Contact Nos.

06742355263

Name of the Head of the Institution:

Dr Jahan Ara Begum

Tel. No. with STD Code:

0674-2355263

Mobile:

| +919437095663 |

Name of the IQAC Co-ordinator:

| Dr Pranab Mangaraj |

Mobile:

| +919777918800 |

IQAC e-mail address:

| iqacrajdhani@gmail.com |

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

| ORCOGN12763 |

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.rajdhanicollege.org.in |

Web-link of the AQAR:

| www.rajdhanicollege.org.in/AQAR 2015-16.doc |

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	B+	75.30	2006	Upto 5years w.e.f 21.05.06

2	2nd Cycle	A.LOI has been submitted on line on 24.09.14 B. Peer Team visit scheduled from 10.11.16 to 12.11.16			
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY   02/04/2014

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 AQAR2014-15submitted On line to NAAC on 02/07/2015 (DD/MM/YYYY)
  ii. AQAR_____ _____ _ (DD/MM/YYYY)
 iii. AQAR_____ _____ _ (DD/MM/YYYY)
  iv. AQAR_____ _____ _ (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, Bhubaneswar, Odisha

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

   Autonomy by State/Central Govt. / University   [ ]

   University with Potential for Excellence   [ ]   UGC-CPE   [ ]

   DST Star Scheme   [ ]   UGC-CE   [ ]

   UGC-Special Assistance Programme   [ ]   DST-FIST   [ ]

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

   UGC-COP Programmes   [ ]

2. IQAC Composition and Activities

2.1 No. of Teachers

<div style="border:1px solid #000; display:inline-block;">06</div>

2.2 No. of Administrative/Technical staff

<div style="border:1px solid #000; display:inline-block;">02</div>

2.3 No. of students

<div style="border:1px solid #000; display:inline-block;">Nil</div>

2.4 No. of Management representatives

<div style="border:1px solid #000; display:inline-block;">01</div>

2.5 No. of Alumni

<div style="border:1px solid #000; display:inline-block;">01</div>

2.6 No. of any other stakeholder and

   community representatives

<div style="border:1px solid #000; display:inline-block;">Nil</div>

2.7 No. of Employers/ Industrialists

<div style="border:1px solid #000; display:inline-block;">Nil</div>

2.8 No. of other External Experts

<div style="border:1px solid #000; display:inline-block;">01</div>

2.9 Total No. of members

<div style="border:1px solid #000; display:inline-block;">11</div>

2.10 No. of IQAC meetings held   04(Dates:22.06.15/   29.06.15/   08.07.15/   01.12.15)

2.11 No. of meetings with various stakeholders: No. [07]   Faculty [04]

   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 [   ]

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. [2] International [   ] National [   ] State [   ] Institution Level [2]

   (ii) Themes

1.   NAAC Sensitization Programme Dated 01.12.15
2 .On "RTI and Participatory Governance" with JAGADANAND, Former Information Commissioner, as the Resource Person Dated 21.01.2016 (In Collaboration with Deptt. Of Pol Sc, Rajdhani College.

2.14 Significant Activities and contributions made by IQAC

- Preparation of Annual Academic calendar 2015-16

- Formation of Governing Body and facilitatation of GB meeting during the session.

- Publication of Annual Seminar Bulletins by Departments has been pursued with some success.

- Equipping of Degree Laboratories for the recently opened science subjects; Physics, Chemistry, Math, Botany, Zoology&Geology has been completed.

- Process of subscription of professional journals in most of the subjects by the College Library which started in the last session is now complete

- Undertaking Outreach Programmes recommended by IQAC has elicited positive response from nearly one-half of the existing Departments.

- Assisted Career Councelling and Placement Cell to organise more workshops

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
- Refurbish and equip Degree Labs.	- Newly created Degree Laboratories were equipped and made fully functional.
- Enforcing Regular Academic audit.	- Academic audit made stricter resulting in timely completion of the courses.
- Preparation of Annual Academic calendar	- It was prepared at the commencement of the session and as per guidelines.
- Reconstitution of the Governing Body of the College(proposal pending with Govt. For Approval) & Facilitation of Governing Body	- Approval obtained and a Nine-member GB put in place. (Ref. G.O. No.....Dt 17.04.15) . Meeting Of the GB held on 02.05.16 and policy resolutions got approved including One, related to

Meeting during 15-16	NAAC.
• Publication of Annual Seminar Bulletins by Departments has been made mandatory.	• A few UG Departments like Pol Sc and Chemistry published their Bulletins and inaugurated them in their Annual Day functions.
• Full-proof Library Modernization and Internet Access to the library users.	• It was done afresh on a priority basis using the latest software in place of the one that existed.
• Procurement of Research/Professional journals by the College library from UGC allocations.	• As many as Thirteen(13) Reputed journals are coming to the library on regular basis..
• Encourage Departments to undertake Academic Outreach Programmes(Field Studies etc.)	• Financial Provision was made to facilitate these programmes.
• Completion of the DataBase of the college(MIS).	• The College has successfully prepared its Management Information System and uploaded the same in the College Website.(Ref.- Principal's Letter of Compliance to H.E. Deptt., Govt. Of Odisha No 2110 Dt.26.8.16).
• Organise Alumni Meets in order to solicit their support and cooperation in matters related to college development.	• Alumni Meet was successfully organised under the auspices of the Alumni Association of the College on 04.09.2015 and nearly one hundred alumni belonging to different walks of life attended the Meet and actively took part in its deliberations.

* Attach the Academic Calendar of the year as Annexure. See the annexure1

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

Management ☐   Syndicate ☐   Any other body ☐

> Principal apprised the Governing Body members about the Post-accreditation initiatives and about the Proposed Peer Team Visit to this College in the Governing Body Meeting Dated 02.05.16.

Provide the details of the action taken

Part – B
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	Nil			
PG	02			
UG	17			
PG Diploma	Nil			
Advanced Diploma	Nil			
Diploma	01(JVCE)			
Certificate	Nil;			
Others				
Total	20			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02(M.A. In Odia & Education)
Trimester	
Annual	17 (All UG Programmes)

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 please see the annexure 5 and 6

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

Revision of the syllabi is made strictly in accordance with University Recommendations and we,being an affiliated college, have no choice but to abide by them..

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

Language Lab was set up during 15-16.

Criterion – II

2. Teaching, Learning and Evaluation

2.1   Total   No.   of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	06	16	Nil	44(G.F)

2.2 No. of permanent faculty with Ph.D.   16

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
				Nil					
				42		Nil		Nil	

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia: See Annexure -2.

No. of Faculty	International level	National level	State level
Attended		03	10
Presented papers		01	
Resource Persons			

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

1 .Allottment of separate class rooms for all Honours subjects.

2. Introduction of One-Seminar-a-Week in the form of assigning a period in the Time Table.

3. New galleries (No. 7 & 8) earmarked for Institutional Seminars & Guest Lectures & power-point presentations.

4. Funds released for undertaking Academic Outreach Programmes by Departments in 15-16.

5. Feedback format prepared by IQAC was circulated among students in order to get students' response on different aspects of academic activity as a means of knowing and, thus, improving performance in areas the institution is lagging behind.

6. Division of students population into several proctorial segments and assignment of each to a Proctor facilitates development of inter-personal relations between the students and teachers.

7. Introduction of Students' Performance and Progression Tracking Cell has been an innovative step in the sense of making the students realise the need to bolster their institutional identity and thus, perform to their potentials.

8. Alumni Association of the college has made a serious attempt to involve the Alumni in different activities of the College from 2015-16(Alumni Meeting Dated Sept. 4, 2015 was attended by nearly 100 ex-students).

9.Parents-Teachers Meetings were held for different classes to involve them in the various institutional activities and to collect their opinions/suggestions on them in the Feed Back Form designed for the purpose.

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)

| Exams. Conducted strictly according to to University |

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

| 05(B.O.S) | 06(F.D) | 04 (C.D) |

2.10 Average percentage of attendance of students

| 75% & Above |

2.11 Course/Programme wise
      distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
+3Final Degree (Arts)Exam.2016	229	25%	34%	64%	02%	79%
+3 Final Science,Exam,2016	108	24%	63%	20%	03%	86%
+3 Final Degree,Com,2016	112	15%	38%	53%	07%	96%

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

      1.Assists faculty of various Departments(wherever required) to use technical equipments and expertise for power-point presentations in Class rooms and for their Seminars.

2. Recommends the departments to maintain their Registers of Seminar Proceedings and submit their Annual Seminar Reports towards the end of each academic session.

3. Recommends the Departments to publish their Annual Seminar Bulletins with assistance from UGC allocations.

4. Advises the Heads of Departments to maintain Records of Progression of their Final year Degree students and hand it over to the Performance and Progression Tracking cell at the beginning of the succeeding academic session .

5. Advises the departments to conduct meetings of the students' parents with the respective faculties.

6. Encourages Deptts to undertake Academic outreach programmes at regular intervals & submit reports thereof.

7. Collaborates Deptts. For tracking Students' Performance and progression following completion of their UG/PG programmes in the college.

8. Collects reports from Deptt.s regarding their activities during a particular session

9.Keeps track of the research activities i.e. publications,,research guidance, projects undertaken by the faculty.

10. Collects feedback from students, parents & alumni to assess the performance of the various functionaries of the institution and thus, introduce reforms , wherever necessary.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	06
UGC – Faculty Improvement Programme	06
HRD programmes	05
Orientation programmes	03
Faculty exchange programme	
Staff training conducted by the university	Nil
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	07(Workshops)
Others	04.(1.Reprentatives from Adm and Acct. Sections attended a 10-day Training Programme of Management of Office Accounts and Compliance of Audit Objections from 21.09.15 to 30.09.15; 2. Principal and AC/ Bursar attended aTraining Prog. On Treasury Management and Role of DDOs from 18.01.16 to 20.01.16 at M.D.Regional Academy of Financial Management,BBSR; 3.Principal participated in the "Symposium on Mutual Grass-root level Consultation on New Education Policy" at B.J.B Auto.College, Bhubaneswar on 22.09.15; 4.Dr. M.Bhuyan attended a Session on Choice-based Credit System at Utkal University on 06.05.16 on Principal's behalf)

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	06	05	Nil	N.A.
Technical Staff	02	Nil	N.A.	N.A.

Criterion – III

3. Research, Consultancy and Extension

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

> 1 .A 6-Member Research Committee was set up in 15-16 on the recommendation of IQAC to explore areas in which research pursuits are feasible and advise as to the steps to be undertaken to create a conducive research climate esp. in Deptts where PG teaching facility is available.
>
> 2. As many as 13 professional/research journals were subscribed during 15-16 on the advice of the Cell as a motivational measure for teachers and aspiring researchers.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01 (Dr.D.Patra, PG Deptt. Of Odia)	....	....
Outlay in Rs. Lakhs	Rs 255000		Rs255000	To be submitted by 2018

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:Not Applicable

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	.2016 to 20186	UGC	Rs255000	Rs 255000
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.   02(978-81-923614-6-8) & (978-81-923614-7-5)   Edited Books   04

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) UGC

3.10 Revenue generated through consultancy   Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					05 Departmental
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   02

3.13 No. of collaborations   International [ ]   National [ ]   Any other [ ]

3.14 No. of linkages created during this year   05

3.15 Total budget for research for current year in lakhs : Not Applicable

From Funding agency [   ]   From Management of University/College [   ]

Total [   ]

3.16 No. of patents received this year

Not Applicable.

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.Dr S.K. Pradhan,Asst. Prof. Math was awarded Ph.D Degree in 2015.

Total	International	National	State	University	Dist	College
01				01		

3.18 No. of faculty from the Institution
   who are Ph. D. Guides   [05]
   and students registered under them   [10]

3.19 No. of Ph.D. awarded by faculty from the Institution   [02]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) Not Applicable. Not Applicable.

JRF [   ]   SRF [   ]   Project Fellows [   ]   Any other [   ]

3.21 No. of students Participated in NSS events:

University level [10]   State level [50]

National level [40]   International level [-]

3.22 No. of students participated in NCC events:

University level	10	State level	08
National level		International level	

3.23 No. of Awards won in NSS:　　　　　　Nil

University level		State level	
National level		International level	

3.24 No. of Awards won in NCC:

University level		State level	01
National level	04	International level	

3.25 No. of Extension activities organized

University forum		College forum			
NCC	18	NSS	11	Any other	20

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility (pl see annexure-3)

- Participaton in Campus Cleaning Programme conducted by the Utkal University on 13.11.15,Rally for Road Safety on 14.11.15 organised jointly by NSS Wing and Red Cross Unit of the College,Participation in the Voters' Awareness Campaign organized by the State Election Commission on 25.01.16, Participation in the World Consumer Rights Day organized by Food Supplies And Consumer Welfare Department on15.03.16

- Participation of NSS Programme Officers in the Orientation Programme on Gender Issues and Laws for Women at Gopabandhu Academy of Administration on 4th & 5th Feb. 2016.

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	15acres	Nil	Govt.	15acres
Class rooms	29class rooms and 10 galleries	-	Govt. allocated	39
Laboratories	07	--	UGC	07
Seminar Halls	01	--	UGC	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> Laptops have been provided at important points in office.
>
> Library automation has been made more exhaustive and fool-proof using the latest software. package.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27186	-	907	Rs2 Lacs	32928	-
Reference Books	4835					
e-Books						
Journals			13	Rs 1 Lac		
e-Journals	--					
Digital Database						
CD & Video	20	-	Nil	-	20	-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	13	01	01	Nil	01	02	08	03
Added	10	--	02	Nil	01	01	08	01
Total	23	01	02	-	02	O3	16	04

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

- Important points in the Office & Accounts Section, Library, SAMS and IQA cell have been equipped with computers and printers.

- IT Lab of the college provides limited Internet Access: Only to the Computer Science Honours students.

- E-Governance is functional in Admission process, Administration(through E-Despatch),Library Services, and most imp of all, In Accounts Section (Transactions via HRMS).

4.6 Amount spent on maintenance in lakhs :

i) ICT
33771

ii) Campus Infrastructure and facilities
Nil

iii) Equipments
4949023

iv) Others
187520

Total :
5170314

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Motivating students for availing placement opportunities through participation in Career counselling workshops organized in the college through Students' Information Cell.

- Organising short-term ICT training programmes through JVCC

- Posting of updated information in the college website.

5.2 Efforts made by the institution for tracking the progression

Student's Performance and Progression Tracking Cell was created in this session with an OIC to compile information from various Deptt. Heads and the Examination Section in the area of Movement of College Pass-outs at UG/PG level every year and monitor them for better results in time to come by way of streamlining existing practices/developing new mechanisms .

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	64	-	

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%

Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total

Demand ratio   Dropout %

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

> Career Counselling Cell and Students' Advisory
> Board,Students' Information Cell alongwith IQA Cell have
> been working in tandem to assist the aspiring students in

No. of students beneficiaries | 30 to 40 |

5.5 No. of students qualified in these examinations   NOT APPLICABLE

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

> Counselling: As many as 11 workshops were conducted during 2015-16 to give
> to the students an orientation and wide-ranging exposure in keeping with the
> goals of New Education Policy. Following is the list of organizations that were
> involved in this endeavour ;
>
>   1. Askesis Computer Services(05.08.15)
>
>   2. Hindustan Coca-Cola Beverages Pvt. Limited(12.08.15)
>
>   3. NIIT Ltd(24.08.15)
>
>   4. ,Bakul Foundation(03.09.15)
>
>   5. Wipro(09.09.15)
>
>   6. ICFAI Business School(14.09.15)
>
>   7. Mahindra Education Private Ltd(07.11.15),8. Centurion
>   University(26.11.2015)9.I.M.S(11.12.15) 10.Shrusti Academy of
>   Management(11.12.15) etc.

Please see annexure 4

No. of students benefitted | About 300 |

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
11	300	nil	nil

5.8 Details of gender sensitization programmes

- Dr Charubala Das,Reader in English participated in a Two-day Orientation Programme at Gopabandhu Academy of Administration alongwith two programme officers of NSS Wing of the College, namely Dr B. Rout andSmt Tamal Brahma.

- NSS Wing in collaboration with SANJOG, a voluntary Organisation staged a street play on "Violence Against Women and Empowerment in the College Auditorium on 02.12.2015.

5.9 Students Activities

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

Annual Athletic Meet 15-16 couldn't take place as The Students' Union Elections were cancelled.

However, this college has a fairly good track record as far as University level Tournaments are concerned. Though our students didn't get prizes this year , in Inter-college football tournament, the college team's performance was praiseworthy and two players of the team got a chance to play the Trials held at Nachuni College on 11.09.15.

.Besides, 14 Atheletes from the College participated in the Inter-College Athletic Meet,2015-16 held at Kalinga Stadium on 27th and 28th Nov. 2015.

College cricket team also played the Inter-College Cricket Tournament held at S.V.M College ,Jagatsinghpur from 06.11.15 to 10.11.15.

State/ University level   46   National level   [ ]   International level   [ ]

No. of students participated in cultural events : As there was no Students's Union for 15-16,cultural events /competitions couldn't be organized. However, certain participations were there at individual level.

Jayasmita Kuanr of +3 Final Year English Honours won laurels for the college by her performance as a quarter finalist in the Magical Voice of India Song Competition 2015.She too participated in the National Cultural Meet, 2015 held at Allahabad.

State/ University level [ ]   National level [02]   International level [ ]

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

Sports : State/ University level [ ]   National level [ ]   International level [ ]

Cultural: State/ University level [ ]   National level [ ]   International level [ ]

5.10 Scholarships and Financial Support: Total Receipients (In different categories) for 15-16=326

	Number of students	Amount
Financial support from institution	05(S.S.G)	
Financial support from government	48(Sr. Merit)/22(Sr. Merit renewed)/96(P.M.S)/121(P.M.S Renewed)/22(Minority) Total=309	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives(Pl. See the Annexure-3on Extension Activities)

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   [About 50]

5.13 Major grievances of students (if any) redressed: No Major grievances as per records._____

Criterion – VI

Our vision

Our institution seeks to uphold, and spread the **values of spirit of inquiry, pursuit of excellence and humanism** among its students drawn from broadest cross-sections of society reflecting the institutional goals of equity access and justice under the guidance of its dedicated band of faculty in an environment congenial for experiment, innovation and progress.

Our Mission is six-fold

1.To achieve *autonomy during the 12th Plan Period and, in subsequent years, t*o qualify for the status of being a C*entre with Potential for Excellence 2.*To inculcate in the students a scientific temper, a positive attitude and the will to succeed 3. To encourage greater application of interdisciplinary approach and perspective in study and research.4.To *Counsel and Motivate Students* for a career/job for which they have the skills and the temperament.5.To train the young minds to take up leadership roles and to become responsible citizens.6.To inculcate in them the spirit of work culture with a commitment to serve humanity.

6.2 Does the Institution has a management Information System

Of Late, the college has developed its own MIS and uploaded the same in the college website(Ref: Proncipal's Letter to OSD, Govt. Of Odisha, Deptt. Of Higher Education(Shri Vinod Kumar) No . 2110 Dt. 26.08.16.)

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

6.3.1 Curriculum Development

Being an affiliated College, the institution does not have a strategy of its own in this respect though some of the College Faculty members play an indirect role in their capacities as Members of Board of Studies while suggesting amendments in the prevailing syllabiin in their respective Board Meetings .

6.3.2 Teaching and Learning

Standard methods in this regard include Organization of Seminars and Guest Lectures by the Departments, making power-point presentation on selected topics, holding Group discussions and interactive classes, contributing papers for the department bulletins etc.

Assisting the academically backward students by holding Special classes , providing to them Model Questions and answers and guiding them in their proctorial meetings.

6.3.3   Examination and Evaluation

> Since the college is an affiliated college of Utkal University, its innovations are confined to having as many class tests as possible in addition to the periodically held exams like Pre-test, Test and Annual at the UG level and holding of Internal Assessments and Semester Exams at PG level.

6.3.4   Research and Development

> A Six-member Research Commmittee,formed in 2014-15 is looking into the institution's potentials to have an M.Phil Programme each for Odia and Education Deptts.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> A Digitally fool-prooof   Data base is for the College library in place of the previous computerised database has been undertaken and the work is likely to be completed within a fortnight or so.

6.3.6   Human Resource Management

> .Through Career Counselling and placement drive.
>
> 2.Through Socially relevant Extension/Extra-curricular initiatives and collaborations with prominent NGOs.
>
> 3.Through Outreach programmes and meaningful institutional linkages.

6.3.7   Faculty and Staff recruitment

Faculty and Staff recruitment In order to overcome the problem of shortage of permanent teaching staff, Guest faculties are recruited every year. During the session 2015-16 ,as many as 42 Guest Faculties were recruited.

For filling up vacancies in adm. Staff (non-teaching),a resolution has been passed in the GB meeting dated 02.05.16.

Further, the resolution to have a P.E.T and a Librarian posted in the existing vacancies has been approved in the above-mentioned Meeting

6.3.8   Industry Interaction / Collaboration

Nil

6.3.9   Admission of Students

College adopts On line system of admission, as per instructions of the Department of Higher Education in different phases and the list of eligible candidates after each phase is posted in the Department website and the college website for the benefit of the applicants. and public at large

6.4 Welfare schemes for

Teaching	
Non teaching	Rehabilitation scheme is in operation.
Students	Financial Assistance to SC,ST,OBC and Minority students is provided by the Govt .

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done   Yes   ✓   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

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?

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

> The utkal university ,through the initiatives of its College Development Council, has been organising workshops to sensitize the Principals of affiliated colleges to get their institutions accredited, explaining to them various practices and standards they ought to adopt in order that they would become Autonomous Colleges.

6.11 Activities and support from the Alumni Association

> The Alumni Association of the college has just got started , motivating its alumni to contribute, morally and materially , towards the uplift of the institution in its meeting dated 04.09.2015. Certain members have assured all help and support.

6.12 Activities and support from the Parent – Teacher Association

> The process of involving parents as partners in institutional development has been initiated from this session in PTMs on the basis of their institutional assessment sieved through their responses as reflected in the Feedbacks submitted by them

6.13 Development programmes for support staff

> ICT training has been organised by IQAQ with the help of JVCE during this session.

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

> Our College with the help from NSS Wings and in collaboration with Forest Department undertakes plantation programmes in the campus from time to time

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.

> - Smart I-Cards for Students and Teachers
> - Strict Enforcement of Dress Code
> - Squad Duty by groups of teachers 6-days a week
> - "Each One Plant One" Campaign.
>
> Roof-top Rain Water Harvesting System (RRWHS) introduced

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

> - Girls hostel which was under construction was completed and handed over to college authorities.
> - All the science lab were equipped and refurbished
> - .Four new galleries were made operational

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

> - Variety of professional farms are involved in organizing career counselling and placement related workshops in the college to help and support the students find meaningful placements
> - In keeping the swacha bharat avijan the institution through its ncc boys and womens wings YRC unit and NCC has been undertaking several extension activities such as campus clening and cleaning by near of slums for last several years

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

7.4 Contribution to environmental awareness / protection

- The college started a drive to free campus from use of plastic through a slogan "SAY NO TO PLASTICS" .Separate waste beans have been provided at the important corner of the campus for dumping of plastic materials "polythin"etc.

- A mega plantation drive was undertaken under the supervision of NSS program officers to involve mximum number of students for creating a clean and green campus under the slogan"EACH ONE PLANT ONE"

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:

1. Location Accesability
2. Efficient qualified faculty

WEAKNESS:

1. Lack of sufficient infrastructure and administrative
2. Lack of adequateTechnical staff
3. Lack of proper approach to the college entrance

OPPURTUNITIES:

1. Autonomus institutions
2. Availability of physical space for the expansion of infrastructure
3. Opening of M.Phil programme in the P.G Departments

CHALLENGES:

1. Proximity of the college to the highway leads to accident and noise pollution.
2. Insecurity of the campus due to land encroached from the southern side.

8. Plans of institution for next year

- Creating a wi-fi campus

- Construction of a boys hostel by 2017-18

- Opening of ATM in the campus to facilitated financial transactios.

- Opening of Study centre of Odisha state open Universities.
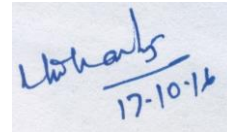
Name :Dr. Pranav Mangaraj   *Name Dr.Usha Nalini Mohanty*

                                                                    (Principal I/C)

_____   _____

17.10.16   *17-10-16*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

RAJDHANI COLLEGE, BHUBANESWAR

ACADEMIC CALENDAR (2015-16)

(Based on CMS Guidelines, 2014-15 of Dept. of Higher Education, Govt. of Odisha)

1. Reopening of College after Summer Vacation : 20.06.2015
2. Admission   +3 1st Year : 6th Aug 2015
              PG 1st Year :
3. Commencement of Classes
      +3 2nd Year : 23 June 2015
      +3 3rd year : 23 June 2015
      P.G 2nd Year : 23 June 2015
      P.G 1st year (Admission on 11.7.14) : 23 June 2015
4. College Students' Union Election : As per Academic Calendar issued by the Govt
5. Puja Vacation : -Do-
6. Test Vacation/Semester End Exam : -Do-
      +3 1st Year :
      +3 2nd Year :
      +3 3rd Year :
7. X-Mas Holiday : 25th December 2015
8. Annual Sports/Cultural Week :
9. Filling up of forms for University Examination : As notified by Utkal University
10. Publication of Result : Before 10th June, 2015
       +3 I/II/III Degree University Exam
       PG University Exam
11. Total No. of Holidays : 72 days excluding Sundays
12. Total No. of Teaching days : Minimum 180 days
13. Seminar : Every Week
14. Annual Seminar Activities of Depts. : During November
15. Seminar Bulletin : Publication before 31st Mar 16
16. Workshop : During November 15
17. Field Study : Do
18. Academic Outreach activities : During Sept Dec 15
19. Summer Vacation : As per Academic Calendar issued by the Govt

17.10.16

Principal
Rajdhani College, Bhubaneswar

PRINCIPAL
Rajdhani College
Bhubaneswar

Annexure-2

Faculty participation in Conferences/Symposia Etc

Teachers of the College participate in National and State Level Conferences, Seminars, Orientation Programmes, Workshops etc. from time to time to keep themselves abreast of the recent advances in their respective disciplines. Some of the college teachers recently have been invited to participate in these events as Resource Persons and present papers in the national level seminars.

Smt. Sarmistha Kar, Asso. Prof., History attended a state-level Seminar at Srusty Academy of Management on "Development of Education System in Orissa.

Dr. Bimbadhar Rout, Asst. Prof.of Pol.sc attended a National Seminar at Kendrapada Autonomous College ,Kendrapada and presented paper.

Dr B.B.Mohapatra of Sanskrit Deptt attended a National Seminar on "Folk Dance of Odisha at B.J.B College on 3rd & 4th May,2015.

Dr Saroj Kant Pradhan,Asst Prof in Math. And Dr. M. Bhuyan, Assst. Prof. Math Deptt .attended National Seminar on " Analysis and its Applications at Utkal University on 20.11.15 and 21.11.15

Smt. Charubala Das and Smt. Tamal Brahma of Englis .participated in a seminar on Canonical World Poetry in Twentieth Cenutry and beyond Caorganized with accent on W.B.Yeats organized by the Researchers' Association, Odisha on 14.06.2015.at Hotel Akbari,Cuttack.Both the Faculty members participated in a Faculty Development Workshop at Astha School of Management on 01.06.2016.

Smt Charubala Das also attended a Training Programme on "Gender Issues and Laws for Women on 4th and 5th of Feb. 2016 at Gopabandhu Academy of Administration Bhubaneswar.

Dr. J.K.Parida,Deptt. Of Pol Sc attended seminar on"Political Economy of Odisha in the Post-globalized Period organized by Women's College, Baripada, on 6th. & 7th Dec. 2015.Presented a Paper titled "Development and Displacement-Six Decades of Odisha Experience"

Dr Parida also attended seminar on "Participation of Women in the Panchayat raj System in Tribal-based Districts
Da ted 9th. & 10th Dec, 2015."(UGC sponsored) held at S.C.B College,Radhe, Mayurbhanj Presented a Paper on "Women in PRIs- A Study".

Two faculty members from Department of English **Prof. Tamal Kumari Brahma and Prof Sanghamitra Dash** attended a "Training The Trainers" Programme in B.J.B Autonomous College, Bhubaneswar organised by the Deptt. Of Higher Education, Odisha in collaboration with Centre for Advanced Communication,Science and Technology Entrepreneurs' Park between 28.11.15 and 30.11.15.

X   PRINCIPAL
Rajdhani College
Bhubaneswar

Annexture-03

EXTENSION ACTIVITIES(2015-16)

Youth Red Cross Unit of the college was involved in 20 different extension(Welfare) programmes. It was adjudged as "SECOND BEST UNIT" in the Inter-State Youth Red Cross Camp and the Coordinator of the Unit ,Dr Debashis Patra was also awarded for his inspiring leadership.

Major programmes undertaken during 2015-16 were:

- Organisation of First Aid Training Camp (50 volunteers were trained)
- Opening up of a temporary Primary Health Centre near Baramunda Bus Stand to serve the needy, esp. the accident victims during Car Festival.
- Organisation of Blood Donation Camps(130 units of blood collected)
- Afforestation Drive (!00 saplings planted by students on the slogan PILATIE GACHHATIE.
- Health Awareness Drive in 03 slum areas
- Celebration of World Aids Day with Photo Exhibition, Street Play enactment and distribution of 2000 Red Ribbons
- Traffic Awareness Programme on the occasion of Road Safety Week
- Organ Donation Awareness Campaign
- Conducted Swachha Bharat Abhiyan programme.

NSS Boys & Girls Wings of the college went head long with their social service initiatives, some of which are listed below.

- Participation in the Smart City Campaign organized by BMC,Bhubaneswar
- Active participation in the Campus Cleaning Programme organized by Utkal University
- Organization of a State-level Orientation Programme of NSS programme Officers of different units of Khordha, Nayagarh and Puri District on 15.12.15
- Actively took part in the State-wideVoters' Awareness Programme on 25.01.16
- Participation of Programme Officers Dr B.Rout and Smt. T. Brahma in the weeklong Orientation Programme (07.02.16 to 13.02.16) organized by NSS ETI, at OUAT,Bhubaneswar.
- Participation of the Units with respective programme officers in the statewide celebration of World Consumers' Rights Day on 15.03.16
- Participation in the Orientation Programme on Gender Issues by Local Unit's Programme officers at the Gopabandhu Academy of Administration, Bhubaneswar from 04.0216 to 05.02.16

(1)

ANNEXURE-4
RAJDHANI COLLEGE, BHUBANESWAR
CAREER COUNSELLING REPORT

The last two session (2014-15,2015-16)witnessed an unprecedented scramble among professional institutes and agencies to hold counseling sessions for the final year degree students of this college but only a few of them having right kind of credentials were accommodated

SESSION: 2014-15

SHRUSHTI ACADEMY OF MANAGEMENT,patia BHUbaneswar held a counseling session on 12NOV 2014 which elicited huge response from the degree students of the college,irrespective of the stream they belonged .Students got the motivation as well as the exposure to opt for careers in management.

Shrusti also held a Quiz Competition among those who took part and gave away prizes to winners.

It was followed immediately by another Counselling Session on Careers in Banking.Finance and Insurance the same day conducted bt IFBI(a sister concern of NIIT)Bhubaneswar.The Institute conducted a snap test among the participants and found about 10 of them suitable for a career in Banking.The short listed students were assured of a bright career leading private banks,on completion of training for 9 months with the IFBI,the sponsoring institute.

Vista Mind Bhubaneswar an important platform for shaping career aptitude for The Young carried out a power point presentation on 28.10.2014 on Scope and Career Devlopment involovooing a good number of participants.

Encouraged by intrest shown by professional Institutes,IT and Automobile Industry and national stock exchange etc.as also the aatounding response of our stuents.the cell aims at conducting select workshops related to skill development placement drives in the next session as much bigger scale

SESSION: 2015-16

Professional institution and Agencies had conducted 13 number ofseminars,workshops and meetings in collaboration with the career Counselling and placement Cell of the College during the session 2015-16.The institutes and agencies involved in the stated programmes were Askessis Corporate Services(P)Ltd.Hindustan Coca-Cola Beverages Pvt Ltd.NIIT Ltd.Bakul Foundation wipro ICFAI Business School.NIIT foundation,Mahindra Education Private Ltd,Centurion University,IMS and Srusty Academy of Management.
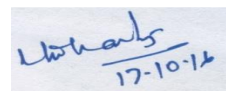
The Students of the +3 streams were present in large numbers and were immensely benefited from the above programmes of career Counselling as those were relating to computer expertise,skill development Management technics,Communicative English &software recruitment drive aimed at preparing and enabling them for suitable future jobs ,employments and professional careers.

The programmes were presided over by the principal Dr.Jahan Ara Begum.

Principal
Rajdhani College, Bhubaneswar

ANNEXURE-5
RAJDHANI COLLEGE, BHUBANESWAR
PARENT'S FEEDBACK

It is evident from the feedback received from the parents that they are satisfied with the admission process, classroom teaching and examination system. Library and sports and Games facilities are not up to the mark. It needs improvement .There is a great demand for hostel facilities both for boys and girls. The college canteen needs to be better managed and properly maintained .The overall campus atmosphere is peaceful, but at times it is distributed due to the interference of outsiders priority should be given to enhancement of career and job opportunities.

Principal
Rajdhani College, Bhubaneswar

SAMPLE FORMAT WITH FEEDBACK FORM

RAJDHANI COLLEGE, BHUBANESWAR
FEEDBACK FORM (PARENTS)

(We value your suggestions and opinions for further improvement of the institution)

1. Parent

Name	
Occupation/Employment	
Present Address	
Contact No.	
Email ID	

2. Your son/daughter

Name	
Course with Roll No.	
Stream/Year of Admission	

3. Are you an alumnus of this college : **Yes/No**

4. Your Opinion (Put tick mark in the appropriate box)

Dimensions	Excellent	Very Good	Good	Average	Below Average
Admission Process					
Class room teaching					
Examination System					
Hostel & Mess Facilities (If applicable)					
Sports & Games facilities					
Laboratory facilities					
Co-curricular activities					
Library Facilities					
Enhancement of Career & Job Opportunity					
Skill Improvement					

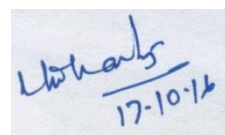**Suggestions for improvement:** (In about 50 words)

_____

_____

Signature

17-10-16

Principal
Rajdhani College, Bhubaneswar

RAJDHANI COLLEGE, BHUBANESWAR
STUDENT'S FEEDBACK

It is observed from the feedback received from the students that teaching – learning process is highly satisfactory. Examination System and Laboratory facility is also good. Library and reading room facilities needs to be improved campus atmosphere is peaceful. Better attention should be given to skill development. Priority should be given for the appointment of the faculties in different disciplines.

Principal
Rajdhani College, Bhubaneswar

RAJDHANI COLLEGE, BHUBANESWAR
FEEDBACK FORM (STUDENTS)

Rajdhani College has been struggling for last 25 years to come into its own and has succeeded to a large extent as is evident from its status as a NAAC Accredited institution since 2006. A full-fledged degree college of the capital with a total strength of about 1600 students, the college is poised to usher into a phase of growth characterized by quality teaching, healthy learning ambience and a host of welfarist co-curricular pursuits by students. We are keen on taking all possible enabling measures & provide appropriate services & resources for which we appeal our students to be responsible enough to provide us with honest information on certain key areas in the form of their responses to the following queries.

1. Student Bio-data

Name of Student	
Name of father/Guardian	
Class & Roll No. & Year of Study	
Subject (Degree Hons/PG)	
Contact No.	
Address	

2. Put a tick mark against each query in the appropriate box

Dimensions	Excellent	Very Good	Good	Average	Below Average
Classroom Teaching					
Availability of books from the library					
Reading room facility					
Laboratory Work					
Conduct of Regular Examinations					
Games & Sports facilities					
Dealing of the office & Library Staff					
Co-curricular Activities					
Canteen Facility					
Campus Atmosphere					
Career Incentives					
Use of Computer & Net facility					

Please give your suggestions for improvement of services in the areas which, you think, are not properly attended to. (In about 50 words)

Principal
Rajdhani College, Bhubaneswar