Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

2016

GOVERNMENT AUTONOMOUS COLLEGE
ROURKELA, ODISHA

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)
B E N G A L U R U, KARNATAKA

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)*

2016-17

1. Details of the Institution

1.1 Name of the Institution

GOVERNMENT AUTONOMOUS COLLEGE ROURKELA

1.2 Address Line 1

AT/PO- PANPOSH

Address Line 2

City/Town

ROURKELA

State

ODISHA

Pin Code

769004

Institution e-mail address

principalgacr@gmail.com

Contact Nos.

0661-2664586, 2664221

Name of the Head of the Institution:

DR. Debendranath Behera

Tel. No. with STD Code:

0661-2664221

Mobile:

+91-9437910202

Name of the IQAC Co-ordinator:

DR. Bijay Kumar Behera

Mobile:

+91-9437685304

IQAC e-mail address:

iqacgacr@gmail.com

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

ORCOGN12597

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/34/084 dated 02-02-2006

1.5 Website address:

http://www.gacrkl.ac.in

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B		2006	5 years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   21/08/ 14

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 2014 submitted to NAAC on 07/01/2015**
>   ii. **AQAR 2015 submitted to NAAC on 07/01/2015**

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [y]   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes [Y]   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education [y]   Men ☐   Women ☐

         Urban [y]   Rural ☐   Tribal ☐

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

         Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts [Y]   Science [Y]   Commerce [Y]   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   [.]

1.11 Name of the Affiliating University *(for the Colleges)*   [SAMBALPUR UNIVERSITY]

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

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Autonomy by State/Central Govt. / University | STATE |

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   [ ]

2.2 No. of Administrative/Technical staff | 02 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | - |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

   community representatives | - |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 08 |

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:　No.　01　　Faculty　06

　　Non-Teaching Staff Students　04　Alumni　02　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. □　International □　National □　State □　Institution Level 02

　　(ii) Themes □

2.14 Significant Activities and contributions made by IQAC

　AIDS awareness programme, motivated students for creative writing

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

　Attach the Academic Calendar of the year as Annexure.

　　See Annexure -1

2.15 Whether the AQAR was placed in statutory body   Yes [Y]   No

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

- To keep an eye on the daily academic and administrative activities of the institution.
- Designing and implementing annual plans for institutional activities for quality development substance.

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
Others	0	0		
PG	03	12	02	
UG	16		03	
PG Diploma				
Advanced Diploma				
Diploma				01
Certificate				
Others				
Total	19	15	05	01

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester √	All
Trimester	
Annual	

1.3 Feedback from stakeholders*   Alumni [Y]   Parents [Y]   Employers [ ]   Students [Y]
    (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.

> YES, By Board of Studies, revision & update of Syllabus are designed according to the need of present economy.

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

>

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	14	03		

2.2 No. of permanent faculty with Ph.D.   [05]

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	28	00	08	00	1	00	00	00	37

2.4 No. of Guest and Visiting faculty and Temporary faculty   [45]   [00]   [00]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		02	03
Presented papers	04	03	03
Resource Persons			

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

> The IQA cell is facilitating the creation of learner-centric environment conductive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process. The teacher self-appraisal and the feed back from the student about the teaching method of the faculty give a clear picture of his endeavour and the area of weakness. So accordingly the teacher evaluates his strength and weakness. The teacher prepare audio visual and teaching aid such as chart, models, CD and LCD projector etc. They supplement the lecture method by arranging study tours, field study and excursion.

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

| 245 |

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

| Double Valuation and Question bank |

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

| 40 | 30 | 24 |

2.10 Average percentage of attendance of students

| 70% |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
+3 Arts Degree	173	85	93	54	07	89.02
+3 Science Degree	255	75	187	08	00	76.47
+3 Commerce Degree	89	85	33	36	08	86.52
PG Degree	90	90	74	10	-	93.33

See Annexure -2

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

> "IQA cell has motto to build students with innovation in the head, compassion in the heart & passion in the heart." Thus IQA cell aims is to build students who depict the balance of head heart & hand. The teaching learning criteria has prime role in building character of students. So efforts have been made by this institution to serve students of different background & athletics. Under section of **2F and 12B** our institution foster different programme such as SC, ST, and OBC such as remedial coaching, Group discussion.
>
> By Feedback from the Students , Proctorial work, two internal assessment per semester, question bank and self-appraisal by the faculty and the evaluation of SWOC of staffs teaching & non-teaching each semester.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	23	37	-	00
Technical Staff	-	-	00	02

Criterion – III

3. Research, Consultancy and Extension

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

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL			
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL			
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	2	
Non-Peer Review Journals		9	
e-Journals			
Conference proceedings		2	

3.5 Details on Impact factor of publications:

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

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

Nature of the Project		Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL				
Minor Projects	NIL				
	NIL				
Interdisciplinary Projects	NIL				
Industry sponsored	NIL				
Projects sponsored by the University/ College	NIL				
Students research projects *(other than compulsory by the University)*	NIL				
Any other(Specify)	NIL				
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 [√]   CPE [   ]   DBT Star Scheme [   ]

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

3.10 Revenue generated through consultancy

NIL

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			02	08	
Sponsoring agencies					

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

3.13 No. of collaborations   International [ ]   National [ ]   Any other   02

3.14 No. of linkages created during this year   NIL

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	**NA**
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
02						02

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

03

[ ]

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)

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: **NA**

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: **NA**

University level [ ]　　State level [ ]

National level [ ]　　International level [ ]

3.25 No. of Extension activities organized

University forum [ ]　　College forum [ ]

NCC [ ]　　NSS [ ]　　Any other [ ]

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

- Swachha Bharat Abhiyan, Women Self-Defence Programme

- AIDS awareness Programme,

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	36 acres		State Govt.	36 acres
Class rooms	58	09	State Govt.	67
Laboratories	07	01	State Govt.	08
Seminar Halls	06	01	State Govt.	07
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> The Establishment section, Account section, Autonomous exam cell are fully computerised and the automation work of college library is in progress .

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	52054		200	25400/-	52254	
Reference Books						
e-Books						
Journals	17				17	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	43	32		01	01	03	06	
Added	20	02		01	02	05	10	
Total	63	34		02	03	08	16	

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

> Computer training for teacher held by the Institution for e-Governance

4.6 Amount spent on maintenance in lakhs :

  i) ICT

   ii) Campus Infrastructure and facilities

  iii) Equipments   20 lakh

  iv) Others

Total :   20 Lakhs

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

> The IQAC took efforts for tracking the progression by supplementing the practical, those who are weaker student giving support of remedial class or extra caring and counselling , internal evaluation process gives the clear picture of the progression. Proctorial grouping of student under the mentor or faculty track the progression of student in his/her personnel academic growth.

UG	PG	Ph. D.	Others
1824	168		

5.3 (a) Total Number of students

  (b) No. of students outside the state   5%

  (c) No. of international students   **NA**

	No	%			No	%
Men	798	43.25	Women		1026	56.18

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1182	183	374		03	1838	1190	221	413	168	02	1994

Annexure attached **– Annexure - 3**

Demand ratio   Dropout %   0.1%

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

Entry into services, Government services, Banking was done under
remedial conditions

No. of students beneficiaries   1

5.5 No. of students qualified in these examinations

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

IAS/IPS etc [   ]   State PSC [08]   UPSC [   ]   Others [02]

5.6 Details of student counselling and career guidance

Career Counselling Cell

No. of students benefitted   190

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
05	150	02	20

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

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		
Financial support from government	1043	
Financial support from other sources	02	
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

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   [02]

5.13 Major grievances of students (if any) redressed: No of classes dropped due to shortage of staff & lack of infrastructure facilities.

> There is no Boy's Common Room in the College.
>
> More than 40% of the classes in the whole academic year was dropped due to shortage of teaching staff , non teaching staff / technical staff.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :
- To promote quality learning and creativity among the students and teachers.
- To inculcate love for learning among the students.
- To train and motivate the students to be creative and competitive to face the challenges of the new millennium.
- To enable them to find access into their spheres of interest enjoying equal opportunity.

Mission:
- Our mission is to achieve academic excellence and to make this premier institution a centre for promoting social development through mutual co-operation.

6.2 Does the Institution has a management Information System

SAMs Lab

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

6.3.1 Curriculum Development

CBCS system was introduced in UG level by the Department of Higher Education, Government of Odisha in the session 2015-16. It allows the students to choose the course of their choice and learn at their own pace.

6.3.2 Teaching and Learning

Our college plans teachers earning and evaluation schedules by preparing curricular in Board of Studies with flexibility of choice based credit scheme of innovative method uses initiated by IQA Cell for better teaching learning process such as :   1. Group discussion

2. Direct and indirect approach

3. Role Play

4. Attitude Development Test

5. Audio visual, LCD Projector on seminar.

6. Mobile Education through Wi-Fi connection

7. Field studies

8. Project mandatory journals

9. Questionnaire Method

10. Integrated approach literary activities

11. Feed back from students about the teaching faculty taken and

Reforms undertaken

12. Remedial coaching to weaker section of students

6.3.3 Examination and Evaluation

There is provision of two internal assesment examination. Tutorial works assessment given, semester exam in conducting Board and the Chairman pass the result. Grievances of student regarding exam evaluation are taken into consideration by examination committee, controller of exam.

6.3.4 Research and Development

Research are being promoted through UGC funding.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Computer Laboratory, Electronics Laboratory with smart class, IQA Cell furnished Instrumentation developed. Our library consists of huge area & 51824 number of textbooks and references books with 17 journals. Upgraded with E library . CD Video from ICT development done. 10 Lakh were spent in equipment under Govt aids.

6.3.6 Human Resource Management

The process of human resources including recruitment of teacher are recruited by the Government and the rest vacancies are filled up by guests faculty. Professional up gradation of staffs are done by sending them for orientation and refresher course to other universities. Self feedback from the students par stake holders and parent and alimony are taken periodically for self SWOS.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited by Govt. But the class employee are recruited by the Govt. of Odisha by interview board. Guest faculties are recruited as per the Government rules.

6.3.8 Industry Interaction / Collaboration

There is provision of taking industrial members in EC. So interaction and collaboration was done for the uplift of institutional growth.

6.3.9   Admission of Students

> The UG students are admitted through E-admission from all over the states. So diversity of students from all sections like SC,ST, OBC, Minority & Physically Challenged are given opportunity to admit to this premier college. 5% weightage for Ex-Service man, players, out of state is provided in the admission process. For PG Students College take necessary steps to maintain transparency in the admission process.

6.4 Welfare schemes for

Teaching	As applicable to the Government of Odisha
Non teaching	
Students	

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes [Y]   No [ ]

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

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

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

For UG Programmes   Yes [Y]   No [ ]

For PG Programmes   Yes [Y]   No [ ]

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

> University has made uniform syllabi among all the Autonomous Colleges affiliated to it, for equity and excellence.

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

> University has given us affiliation of the subjects which are opened and NAAC Accreditation has given autonomy form the year 2002.

6.11 Activities and support from the Alumni Association

> There is alumni association of Govt (Auto.) College has motto of developing this institution to its height. Some of alumni were members of Academic Councils and Conduction Board. Suggestions are taken as feedback from the alumni for liaising fund or view of stake holders are being taken for the academic and constructive growth of the institution.

6.12 Activities and support from the Parent – Teacher Association

> A parent teacher association has power bonding for the holistic improvement of students. So regular parent-teacher meeting is must as top know the hidden grievance of students. So counselling of both parent and teacher will uplift the personality of the student.

6.13 Development programmes for support staff

> The IQA cell promotes the supporting staff to empower his skills through ICT training and other. The office management and account section is fully managed through computer database.

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

> Students of the institution planted a number of plants to make the campus Eco-friendly. There is a Botanical garden which is nourished by Botany students

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.

The institution is geared to promote an ambience of creativity innovation in teaching learning and extracurricular activities in improving the quality education. For personality development group discussion for acting role play method in adopted while teaching one act play.

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

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PLAN ACTION

1. Designing and implementing Annual Plans for institutional activities for quality development substance.
2. To keep an eye on the daily academic and administrative activities of the institution.
3. Work for the development of internalization and institualization of quality enhancement policies and practice.
4. Arranging the feedback responses from student, alumni for quality related intuitional process.
5. Organization of work shop and seminar on quality related theme and promotion of quality study circles and institution wide dissemination   of the proceedings of such culture.
6. To apply innovative and preset practices in teaching and learning process.

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

Discipline in Examination, yoga and self defence programme.

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

7.4 Contribution to environmental awareness / protection

Plantation work, Swachha Bharat Abhiyan –Sanitation work in neighbourhood and in the field of the college by the student.
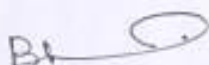

7.5 Whether environmental audit was conducted?   Yes | Y | No | |

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

-SWOT analysis of several departments are attached.
-The students of all departments are very disciplined and all rounder.
- All departments have shortage of staffs and infrastructure.
-New innovative courses can be developed through inter disciplinary studies like Mass Communication, Translation, Friction Writing and other creative writing.
-There are several difficulties introducing latest technologies in teaching & learning process
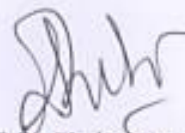
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8. Plans of institution for next year

1. To promote research facilities by generating fund from state and other agencies
2. To foster education to develop holistic improvement among the students.
3. Introduce innovative teaching technique like role play, aptitude test and redesigning value oriented Curriculum, these best practice will promote the duty, discipline and devotion among students.
4. Prepare AQAR in stipulated time.

Bt

Signature of the Coordinator , IQAC

Dr. Bijaya Kr. Behera
Name of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Principal
GOVT. (AUTO) COLLEGE
ROURKELA
Dr. Deben........Behera
Name of the Chairperson, IQAC

Government of Odisha
Department of Higher Education
***

Common Minimum Standard (CMS) Guidelines, 2016-17

[The following guidelines shall be strictly followed by all Govt. / Non Govt. (Aided/Block Grant)/Autonomous Colleges of the state)

1.   Common Academic Calendar : 2016-17

SI #	Subject	Time Line
i.	Reopening of College after Summer Vacation of 2015-16	20.06.2016
ii	Admission + 2, 1st Year + 3, 1st Year P.G 1st Year	16.06.2016 -09.07.2016 15.07.2016-06.08.2016 Within one month from the date of publication of F.D result of concern Univ./Auto.college
iii.	Commencement of Classes +2, 2nd year +3, 2nd Year +3, 3rd Year P.G., 2nd Year +2, 1st Year +3, 1st Year P.G. 1st Year	20.06.2016 - do - - do - - do - 14.07.2016 08.08.2016 To be notified by respective Colleges
iv	Parent-Teachers Meet +2 1st year +2 2nd year +3 1st year +3 2nd Year +3 3rd Year	07.09.2016, 28.02.2017 3rd week of Nov-2016 14.09.2016 21.09.2016 28.09.2016
v	College Students' Union Election	Election to students' Union & other societies will be held on one day for all colleges and universities in a single date to be fixed by the Govt.
vi.	Puja Vacation	07.10.2016 to 15.10.2016
vii	Test / Semester End Examination + 2, 2nd Year +3, 1st year +3, 2nd Year +3, 3rd Year P.G.1st year P.G. 2nd Year	2nd week of November- 2016 1st week of December-2016 - do - - do - - do - - do -
viii	X- Mass Holiday	25th December 2016
ix	Annual Sports / Cultural Week to conduct all competitions & functions	04.01.2017 to 18.01.2017
x	Filling up of forms for CHSE(O) / University Exam	+2(Reg)-16.11.2016-03.12.2016 +3/PG-As notified by CHSE(O) / Concern University / Autonomous Colleges
xi	Commencement of CHSE(O) / University Exam-2017	+2-1st week of march-2017 +3 3rd year-3rd week of Feb-2017

		+3 2nd year-3rd week of march-2017
		+3 3rd year-2nd week of April-2017
		PG 1st year/2nd year-
xii	Annual College Examination for +2 1st year classes	3rd week of April, 2017
xiii	Publication of Result AHS Exam – 2017 +3 1st/+3 2nd / +3 3rd Degree University Exam PG 1st Year/PG 2nd Year	Before 10th June -2017 Within 45 to 60 days from the date of last Theory Examination
xiv	Total No. of Holidays	72 days, excluding Sundays
xv	Total No. of Reserve Holidays	Maximum 2 days
xvi	Total No. of Teaching Days	Minimum 180 days
xvii	Summer Vacation	9th May to 17th June 2017

(N.B : - The above time line may be modified by the Government as and when required)

2.   **Admission :**

(i)   All admission into +2 and degree classes shall be done strictly as per e-admission procedure and datelines announced by the Govt.

(ii)   As per Govt. Letter No.27546 dt.14.09.2009 and letter No.6383 dt.11.03.2014, tuition fees and other related fees, examination fees, certificate fees shall be exempted for the disabled students those who are blind and use Braille for studies /hearing impaired & dumb/orthopedically handicapped with disability more than 75%.

(iii) Green Passage: Government of Odisha in Higher Education Department is implementing the "Green Passage" scheme from the academic session 2016-17. Under this scheme, a child who is without biological or adoptive parents and the child is residing in Child Care Institution or under foster care or care of guardian or fit person whose annual income from all sources does not exceed Rs 1.00 lakh " will be exempted from all types of fees including application fees, admission/re-admission fees, tuition fees, examination fees, hostel admission fees, laboratory fees, college development fees etc. (Govt. Letter No.: Resolution No.23836/HE/Dt.29.10.15 & 19226/HE/14.07.16)

3.   **Time Table :**
Time table shall be prepared by each college as per the following guidelines:

Sl. No.	Subject	
i	Duration of one period of general class	45 Min
ii	Duration of one period of practical class	3 × 45 Min (3 periods)
iii	No. of students in a section	128
iv	No. of Students in a Practical group +2 Class +3 Class	Maximum 32 16
v	No. of general classes per week in each subject of + 2 stream: English / MIL (having affiliation)/Elective Subject Yoga / Environmental Education/Basic computer Education No. of practical classes per week for each group	Weekly 4 periods & Yearly minimum80 periods Weekly01period&yearly30periods Weekly 01 practical period &yearly minimum 20 periods
	No. of General / practical classes per week in +3 / P.G classes	As prescribed by concern universities

vi.   One teacher shall be allotted maximum 25 periods per week.

vii. All teachers shall be assigned classes on every working day of a week.

Annual Enrolment Return
for the Academic Session - 2016-2017

1 Name of the College :	Govt. (Auto) College
2 College Code :	30101906
3 Location :	Panposh
4 District :	Sundargarh
5 Type of College :	Autonomous
6 Source of Funding :	Government

7 Enrolment (Category / Sex wise)

Arts	Sanctioned Strength	Female				Male				G. TOTAL
		ST	SC	OTHER	TOTAL	ST	SC	OTHER	TOTAL	
First Year	160	42	20	62	124	26	4	18	48	172
Second Year	160	39	24	85	148	21	8	15	44	192
Third Year	160	40	14	84	138	17	8	25	50	188
Total		121	58	231	410	64	20	58	142	552

Biological Science	Sanctioned Strength	Female				Male				G. TOTAL
		ST	SC	OTHER	TOTAL	ST	SC	OTHER	TOTAL	
First Year	32	7	2	16	25	2	3	5	10	35
Second Year	32	8	4	19	31	2	1	3	6	37
Third Year	32	3	3	24	30	3	1	6	10	40
Total		18	9	59	86	7	5	14	26	112

Commerce	Sanctioned Strength	Female				Male				G. TOTAL
		ST	SC	OTHER	TOTAL	ST	SC	OTHER	TOTAL	
First Year	74	10	2	28	40	14	8	19	41	81
Second Year	74	8	9	29	46	11	5	27	43	89
Third Year	74	5	4	38	47	7	8	29	44	91
Total		23	15	95	133	32	21	75	128	261

Physical Science	Sanctioned Strength	Female				Male				G. TOTAL
		ST	SC	OTHER	TOTAL	ST	SC	OTHER	TOTAL	
First Year	144	15	7	55	77	11	13	56	80	157
Second Year	144	13	11	54	78	16	12	67	95	173
Third Year	144	12	7	56	75	11	9	73	93	168
Total		40	25	165	230	38	34	196	268	498

Self Financing	Sanctioned Strength	Female				Male				G. TOTAL
		ST	SC	OTHER	TOTAL	ST	SC	OTHER	TOTAL	
First Year	128	10	3	34	47	18	6	59	83	130
Second Year	128	11	9	64	84	14	8	43	65	149
Third Year	64	1	1	34	36	16	7	63	86	122
Total		22	13	132	167	48	21	165	234	401

[2016 - 2017]

Student Admission

Stream	Nos
Arts	165
Science	177
Commerce	80
Self-finance	129
Total	551
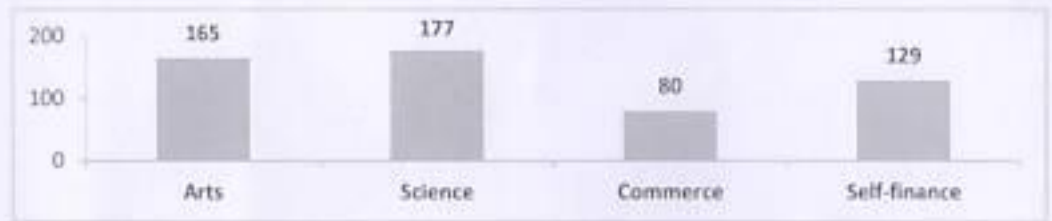
Student Strength (Category Wise)

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1196	211	384		3	1794	1190	221	413		3	1827

| 1033 | 758 | | 1026 | 798 |