

CHOUDWAR COLLEGE, CHOUDWAR

The Annual Quality Assurance Report (AQAR) of the IQAC For the year 2009-10

Part – A

I. Details of the Institution

1.1 Name of the Institution

CHOUDWAR COLLEGE

1.2 Address Line 1

AT/PO-KAPALESWAR

Address Line 2

PS-CHOUDWAR

City/Town

CUTTACK

State

ODISHA

Pin Code

754071

Institution e-mail address

choudwarcollege@yahoo.com

Contact Nos.

Ph.: 0671-2494380
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Name of the Head of the Institution:

Prof. Kunja Bihari Jena

Tel. No. with STD Code:

Ph. : 0671-2494380

Mobile:

9861355629

Name of the IQAC Co-ordinator:

Prof. Satyendra Nath Dash

Mobile:

9937170320

IQAC e-mail address:

choudwarcollege@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ORCOGN12651

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/38/139

1.5 Website address:

Choudwarcollege.org

Web-link of the AQAR:

AQAR2009-10.docs

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 st Cycle	B++	81.00	Feb.2006	2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

07.09.2009

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

2009-10

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))

NIL

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

(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

1.11 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)

Utkal University, Vani Vihar,
Bhubaneswar

1.13 Special status conferred by Central/ State Government- UGC Approved

Autonomy by State/Central Govt. / University-

NIL

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

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

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

Nil

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

01

2.11 No. of meetings with various stakeholders:

No.

01

Faculty

01

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

IQAC was started for the first time in the college. The governing body, faculty members, students resolved to take steps for automation of the office and examination system, to undertake organisation of career counselling, national seminars, health and plantation and gender sensitisation programmes during the year.

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
Automation of admission procedure , Accounts and Office Administration within two years	Not achieved
Conduct of National and state level seminars	Department of Philosophy conducted one state level Conference of All Odisha Philosophy Association.
Opening of self financing courses like BBA, BCA	Steps taken for Government's Concurrence and date has been fixed for enquiry.
Automation of general library	Library database has been computerized as the first step for automation.
Activate the Career Counselling cell in order	Not achieved

to orient large number of students	
Digging of Bore well, water supply system with water storage tank to provide safe drinking water to the students.	Achieved
Autonomous status for the college	Proposal submitted
Conduct of health awareness programmes	Awareness programmes conducted
Establishment of Electric Sub-Station in the College premises	Achieved

* 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

State level seminars were conducted by different departments. Library database was computerised as the first step towards automation. Health camps were organised by NCC, NSS & Red Cross. Plantation programme was successfully conducted.

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	03	Nil	Nil	Nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	03			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	09

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

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.

No revision has taken plus.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
48	32	16	Nil	

2.2 No. of permanent faculty with Ph.D.

09

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
	05					03		08	

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	05	05
Presented papers	01	03	04
Resource Persons	01		05

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

Remedial classes are organised for removal of weakness of students in different teaching subjects, particularly in Spoken English.

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) Unit tests & Monthly tests conducted regularly.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 02 01 02

2.10 Average percentage of attendance of students 80

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts- Economics(Hon)	12	8.3		25	50	91.6
Education (Hon)	15	46.6	53.3			100
English(Hons)	09			100		100
History(Hons)	15			80		100
Odia(Hons)	13	7.6	15.3	76.9		92.3
Philosophy(Hons)	15	6.6	6.6	73.3		86.6
Pol.Sc.(Hons)	15	6.6		93.3		100
Botany(Hons)	03	66.6		33.3		100
Chem(Hons)	09			77.7		100
Physics(Hons)	10	10	10	60		90
Zoology(Hons)	13	23	53.8	23		100
Comm Accounting(H)	27	14.8	3.7	66.6		96.2
Management	11		18.1	54.5		100

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

Continuation and comprehensive evaluation approach is adopted by the departments along with the publication of students results regularly.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	02
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	18	nil		04
Technical Staff	01			

Criterion – III

3. Research, Consultancy and Extension

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

College has taken all care to advise the faculty members to undertake research activities for the promotion of learning which shall be beneficial to their career as well as to the country.

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		One
Outlay in Rs. Lakhs				Rs.300000/-

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2009-10		Nil	
Minor Projects	2009-10		Nil	
Interdisciplinary Projects	2009-10		Nil	
Industry sponsored	2009-10		Nil	
Projects sponsored by the University/ College	2009-10		Nil	
Students research projects <i>(other than compulsory by the University)</i>	2009-10		Nil	
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

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

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			01		32
Sponsoring agencies			UGC		College fund

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

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

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

Total	International	National	State	University	Dist	College

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

02

05

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

nil

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level 10

National level 02 International level

3.22 No. of students participated in NCC events:

University level Nil State level 10

National level 02 International level nil

3.23 No. of Awards won in NSS:

University level Nil State level

National level International level Nil

3.24 No. of Awards won in NCC:

University level State level 04

National level 02 International level

3.25 No. of Extension activities organized

University forum College forum

NCC 05 NSS 10 Any other

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

- Blood Donation Camp
- General Health Check up camp
- AIDs awareness rally.
- Celebration of Road Safety week

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	10Acres			10 Acres
Class rooms	24	03	UGC	27
Laboratories	09	Nil	Nil	09
Seminar Halls	Nil	Nil	Nil	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		2	UGC & College fund	
Others				

4.2 Computerization of administration and library

Computerisation of library database has been done in the college as a necessary first step towards library automation which is to be taken up in the coming year.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17230	1112781	4715	51030	17780	1191324
Reference Books	517	38084	21	2293	538	40377
e-Books						
Journals	93	7144	15	496	108	7640
e-Journals						
Digital Database						
CD & Video	1	Free			1	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	04	03	03	Nil	Nil	01		
Added	06	03				01	02	
Total	10	06				02	02	

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

Desk top Computer installation with internet access has been done.
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.5
ii) Campus Infrastructure and facilities	9.5
iii) Equipments	1
iv) Others	1.5
Total :	13.5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

NSS, NCC, Youth Red cross, Rovers and Rangers units dedicated for different society related programmes such as sanitation, Blood donation, health and AIDS awareness programmes were the outcome of Quality monitoring by the IQAC.

5.2 Efforts made by the institution for tracking the progression

Regular and continuous monitoring in the institution has been made to give outstanding results in student support activities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1515			

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
		47			53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
245	40	01	210	Nil	496	248	44	02	203	Nil	497

Demand ratio : 1.6

Dropout : 2%

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

No such steps have been taken for coaching classes for different competitive examinations.

No. of students beneficiaries : N

5.5 No. of students qualified in these examinations – undergraduate college – Not applicable.

	<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>
NET		SET/SLET		GATE		CAT	
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Student counselling and career guidance cell to be organised from the next academic session.

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

5.8 Details of gender sensitization programmes

Meetings and programmes for gender sensitisation done.

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	<input style="width: 30px; text-align: center;" type="text" value="1"/>	National level	<input style="width: 30px;" type="text"/>	International level	<input style="width: 30px;" type="text"/>
Cultural:	State/ University level	<input style="width: 30px;" type="text"/>	National level	<input style="width: 30px;" type="text"/>	International level	<input style="width: 30px;" type="text"/>

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	50	35000
Financial support from government	150	250000
Financial support from other sources	02	4000
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

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION :

Choudwar College stands high and proud as the ultimate Temple of learning for the folks of hundreds of villages all around Choudwar.

The dream of installing an institution for higher learning was conceived in late 1970's.

- * At the inception, the vision was to fight against all odds of prevailing backwardness and commercialism in order to revive the lost glory of this historical as well as mythological town through the spread of awareness on the need and significance of higher education
- * All along the basic objective has been to provide quality higher education to the poor and meritorious students of the area, most of whom are the girls hailing from backward strata of society and to equip them with qualities of versatile employability, commitment and responsibility.
- * The college has been performing successfully on the line of such vision.

MISSION:

In order to translate this vision into reality, the following have been the mission of the college undertaken efficiently over these decades:

- To serve as the centre of knowledge and enlightenment.
- To guide the students for an all-round development of their personality
- To train them intellectually as well as culturally for facing the competitive world prevailing around them.
- To provide the students with the right kind of academic as well as aesthetic atmosphere so that they develop awareness for environmental protection being charged with global fraternal feelings.
- To equip every student with high potentiality in order to earn a social position of significance.
- To inculcate in them a glorious attitude tinged with civic and secular values.
- To inject higher dreams and goals into their minds to make them feel proud as the true sons and daughters of the soil.

6.2 Does the Institution has a Management Information System

Yes

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

6.3.1 Curriculum Development

Choudwar college is affiliated to Utkal University and so it follows the course structure prescribed for different programmes by it.

6.3.2 Teaching and Learning

Teaching and learning through ICT display, Projector, use of internet, Proctorial classes and doubt clear class. Special measure for slow learners. Question bank for students.

6.3.3 Examination and Evaluation

Monthly test, Pre-test, Half yearly and Annual Examination are done. Evaluation Papers are show to the students in their respective Honours/ Practical / Proctorial class.

6.3.4 Research and Development

There is no scope for R & D activities

6.3.5 Library, ICT and physical infrastructure / instrumentation

College Library has adequate infrastructure. There are two desk top computers with internet facility. The library database is computerised but due to obsolete software computerisation process in library is incomplete and not functional.

6.3.6 Human Resource Management

College takes utmost care for its human resource management. There is continuous monitoring of student academic performance and their society support activities.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment to manage excess work load is done by the college management as a matter of policy as and when there are vacancies arising due to transfer or opening of new subject.

6.3.8 Industry Interaction / Collaboration

College is located in an Industrial area. There is active interaction between the college and Industrial Houses. College benefits from their SSR activity.

6.3.9 Admission of Students

Admission into different classes are done by the college on the basis of their performance (% of marks secured) in the last qualifying examination.

6.4 Welfare Scheme for	Teaching	Financial helps are given to the teachers in case of any urgency or any kind of casualilty.
	Non teaching	Financial helps are given to the teachers in case of any urgency or any kind of casualilty.
	Students	Financial helps are given to the students in case of any urgency or any kind of casualilty.

6.5 Total corpus fund generated from students

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	Govt.	Yes	Academic council
Administrative	yes	Govt.	Yes	Development committee

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?

NA

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

Alumni Association actively participate in the academic, cultural and infrastructural development of the College.

6.12 Activities and support from the Parent – Teacher Association

Parents –Teachers association is to be formed shortly.

6.13 Development programmes for support staff

Members of non-teaching staff are deployed to attend the courses for skill development such as Accounts Training and Computer Training.

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

NSS, Rovers and Rangers, NCC units are taking active participation for campus cleaning and plantation for making the college campus eco- friendly.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Beginning of IQAC activities is the best thing that has happened to the college. Recording and notice of monthly student attendance and informing parents about poor attendance of their children. Monitoring academic performance and reporting to parents of poor performers.

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

IQAC started in 2009-10. So there is nothing to report.

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

1) Recording of monthly student's attendance and 2) monitoring academic performance and reporting to parents of poor performers in attendance and examination.

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

7.4 Contribution to environmental awareness / protection

NSS, NCC, Youth Red cross, Rovers and Rangers units dedicated for environmental awareness programmes were the outcome of Quality monitoring by the IQAC. Besides in collaboration of Indian Metals and Ferro Alloys Company, Choudwar 5000 tic wood saplings were planted in the college premises.

7.5 Whether environmental audit was conducted? Yes No

8. Plans of institution for next year

A beginning has been made and in all aspects of academic, research and student support. The following may be added as the aspirations of the college for the next year, 2010-11. They are as follows;

- 1) Automation of admission procedure, Accounts and Office Administration within two years.
- 2) Organisation of National and state level seminars
- 3) opening of self financing courses like BBA, BCA
- 4) Completion of Automation of general library
- 5) Establishment of a computer centre with internet facilities for staff and students
- 6) To expedite receipt of autonomous status for the college
- 7) Conduct of health awareness programmes
- 8) To undertake extensive plantation programme and campus beautification.

Name SATYENDRA NATH DASH Name KUNJABIHARI JENA

S N Dash
24.06.2010
Signature of the Coordinator, IQAC

K Jena
23.6.20
Signature of the Chairperson, IQAC

Principal
Choudwar College
Choudwar

Academic Calendar for the year 2009-10
Choudwar College, Choudwar

Sl. No.	Subject	Date
1	Re-opening of the college after summer vacation	19.06.2009
2	Admission into +3 1 st year Arts/Sc/Commerce	As per the Govt. notification
3	Commencement of Classes +3 2 nd year Arts/Sc/Commerce	22.06.2009
4	Commencement of Classes +3 3 rd year Arts/Sc/Commerce	22.06.2009
5	Commencement of Classes +3 1 st year Arts/Sc/Commerce	17.08.2009
6	Monthly Test	Last week of Every month
7	Student's Union Election	As per Govt. Notification
8	Puja Vacation	25.09.2009 to 6.10.2009
9	X-Mas Holidays	25.12.2009
10	Annual Sports & Cultural Week	2 nd Week of January 2010
11	Test Examination +3 2 nd / 3 rd year Arts/Sc/Commerce	1 st week of January 2010
12	Test Examination +3 1 st year Arts/Sc/Commerce	3 rd week of January 2010
13	Filling of Forms for University Examination	As per the Notification of Utkal University
14	Commencement of University Examination	As per the Notification of Utkal University
15	Publication of Results +3 1 st / 2 nd / 3 rd year Degree Examination	As per the decision of the Utkal University
16	Total No. of Holidays	71days Excluding sundays
17	Total No. of Reserve Holidays	02 days
18	Total No. of Teaching days	180
19	Summer Vacation	17.05.2010 to 20.06.2010

Principal
Choudwar College
Choudwar