

GOVERNMENT WOMEN'S COLLEGE,PURI,ODISHA-752002

Internal Quality Assurance Cell (IQAC)

Submission

of

Annual Quality Assurance Report (AQAR)

in

Accredited Institutions

FOR THE YEAR

2016-17

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P.O.Box. No. 1075,Opp: NLSIU,Nagarbhav, Bangalore-560072 India

Contents

Page Nos.

Part – A

- | | |
|------------------------------------|---------|
| 1. Details of the Institution | 3 |
| 2. IQAC Composition and Activities | 7 |

Part – B

- | | |
|--|----------|
| 3. Criterion – I: Curricular Aspects | 9 |
| 4. Criterion – II: Teaching, Learning and Evaluation | 10 |
| 5. Criterion – III: Research, Consultancy and Extension | 12 |
| 6. Criterion – IV: Infrastructure and Learning Resources | 15 |
| 7. Criterion – V: Student Support and Progression | 17 |
| 8. Criterion – VI: Governance, Leadership and Management | 20 |
| 9. Criterion – VII: Innovations and Best Practices | 23 |
| 10. Plans of institution for next year | 24 |

Part – A

I. Details of the Institution

1.1 Name of the Institution

Govt. Women's College, Puri.

1.2 Address Line 1

Station Road, Puri

Address Line 2

City/Town

Puri

State

Odisha

Pin Code

752002

Institution e-mail address

govtwomenscollegepuri@gmail.com

Contact Nos.

06752-222268

Name of the Head of the Institution:

Dr. Jogamaya Pani, Principal

Tel. No. with STD Code:

06752-222268

Mobile:

9437062300

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

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

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++(revisit approved at NAAC cost		2007	2007-2012
2	2 nd Cycle	B	NA	2016	2016-2021
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

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

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. AQAR 2012-13
- ii. AQAR 2013-14
- iii. AQAR 2014-15
- iv. AQAR 2015-16

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*)

RamaDevi Women's University,
Bhubaneswar

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

Autonomy by State/Central Govt. / University	<input type="text" value="State"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="18"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="12"/>
2.3 No. of students	<input type="text" value="731"/>
2.4 No. of Management representatives	<input type="text" value="Nil"/>
2.5 No. of Alumni	<input type="text" value="Nil"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	<input type="text" value="15"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="05"/>	Faculty	<input type="text"/>
	Non-Teaching Staff	<input type="text"/>	Students	<input type="text"/>
	Alumni	<input type="text" value="02"/>	Others	<input type="text"/>

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

- a) Strengthen the quality of Academics.
- b) Monitoring the performance of teaching-learning activities
- c) Environment friendly activities like function of plant club and polythene free zone
- d) Guiding Teachers for self Appraisal of Academic performance
- e) Sharing the experiences of Autonomous Colleges.

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
1)Strengthening & Monitoring the quality of Academics.	a) All the programmes(UG) are regularly monitored with regard to teaching. The feedback and teaching are shared by the faculty and the Principal extends her expertise & experience in the matter. b) Invite Resource persons to deliver talks, organising synopsis, workshop and seminars. c) Special attention focused on enhancing the hidden talents in the field of music,dance, sports & athletics.
2) Enhancing Resource Mobilization	We are in touch with the NIC, Puri for e-Automation of our college library& special attention is being given for preservation of rare manuscripts & books.
3)Guiding/Encouraging/Sharing Experience of teaching	a) Interaction with Teachers & Resource Persons. b) Career Counselling, Group Discussions. C) Proctorial & Remedial Classes.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

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	11			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	11			
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	Twice a year
Trimester	-
Annual	Once a year

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

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

NIL

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors(Jr.Lect)	Associate Professors Lect.	Professors Reader	Others
	18	06	06	06	-

2.2 No. of permanent faculty with Ph.D.

06

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

06

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	-	-	3
Resource Persons	-	-	-

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

- (a) Undergraduate Student Monitoring Programme.
- (b) Blending of Conventional and ITC based teaching Methods.
- (c) Learning through “ Hobby Club” for some programme.
- (d) Arranging Study Tour
- (e) Periodical Group Discussion with the students.
- (f) Evaluation of the Performance of students in each month.
- (g) Language Lab

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

240

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

Subject wise classroom tests are being conducted at every regular interval to asses their standards.

- (a) Bar- Coding, Photography and e- valuation of Answer Scripts.
- (b) Multiple Choice based questions for Internal Assessment Examinations.
- (c) Open Book Tests, Seminars, Tutorials, Group Discussions, Projects, Debates etc.

2.9 No. of faculty members involved in curriculum **04**

Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

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				
		Pass	Fail	Distinction	1 St .	2 Nd .
+3 Arts Economics	31	24	07	07	02	22
+3 Arts English	18	05	13	02		05
+3 Arts History						
+3 Arts Odia	36	28	08	06	13	15
+3 Arts Philosophy						
+3 Arts Pol.Science						
+3 Arts Psychology						
+3 Arts Sanskrit	37	28	09	02	24	04

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

- Academic Audit of every Teacher is conducted.
- Yearly evaluation of Teaching Activities, Extension Activities.
- Support is initiating/establishing quality(Guest Lecturers/Seminars/Workshop) for teachers & Student in the College.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses attended	
UGC – Faculty Improvement Programme	16
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	16
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	08	01	00	00
Technical Staff	01	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

(a) IQAC takes initiative on promotion of Research activities in the college and encourages and supports teachers. (b) Regular interactions with Researchers/teachers for sensitising them about Research Schemes, revised guide lines of Funding Agencies.(c)All type of Administrative support is provided to them.

3.2 Details regarding major projects:-NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects:-NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from :-NA

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

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution :-NIL

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

3.13 No. of collaborations:-NIL 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:-NIL

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

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

06

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: NIL

University level State level

National level International level

3.22 No. of students participated in NCC events: NIL

University level State level

National level International level

3.23 No. of Awards won in NSS: NIL

University level State level

National level International level

3.24 No. of Awards won in NCC: NIL

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

- The college has established a 'Social Enabling Cell'. It conducts various extension activities as part of Institutional Social Responsibility. The cell focuses the following activities:(a)Street Plays are organised on Health Awareness, Gender Sensitization, and Environment Protection.(b) For Physically and Visually challenged students career opportunity awareness and counselling are provided.(c) Awareness programmes on waste matter management and solid waste management have been initiated.

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	3 Acr.50 Dec			3 Acr.50 Dec
Class rooms	23	-	Govt.of Odisha	23
Laboratories	06	-	-	06
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	7.89	-	-	7.89
Others	-	-	-	-

4.2 Computerization of administration and library

1)e-Admission	6) Service Book updation(HRMS)
2) e-Administration	
3) e-Examination	7) e-Scholarship
4)e-Despatch	8) Library Automation
5) Salary Bill Generation	

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25472	-	-	-	-	-
Reference Books	5126	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	No	-	-	-	-	-
Digital Database	No	-	-	-	-	-
CD & Video	No	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	05	01	Yes	No	S.F	Yes	01	-
Added	01	-	-	-	-	-	-	-
Total	06	-	-	-	-	-	-	-

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

Training and workshops are organised for teachers for updating computer knowledge for use of e- governance and students' data , admission modules, online PAR submission & For procurement purpose .

4.6 Amount spent on maintenance in lakhs : Not yet spent

i) ICT	-	Process has already been started to spend the amount
ii) Campus Infrastructure and facilities	-	It is maintained by P.W.D., Govt. of Odisha
iii) Equipments	-	Process has already been started to spend the amount
iv) Others	-	
Total :	-	

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

(a) IQAC started classes for language enhancement skill , analytical skill & Personality Development. (b) First year students 'Orientation Programmes. (c) College web-site (d) Informal Interaction in the class room. (e) Career Counselling

5.2 Efforts made by the institution for tracking the progression

(a) The institution has planned and arranged classes for five years in order to develop the language and analytical skill of the students as well as personality development. (b) Orientation classes are also organised from time-to time to create career awareness among the students. (c) Students' Interaction involving communication after the final year examination. (d) Data base in department(s).

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
731			

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	NIL			731	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
427	43	1	92	00	563	575	90	3	63	00	731

Demand ratio

Dropout %

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

(a) Special classes for competitive examination and Remedial classes.

(b) Interaction with the Experts and Academicians in the field.

No. of students beneficiaries

731

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

(a) Department of Psychology conducts formal counselling session for students (personal and career ,aptitude and intellectual assessment). (b) Efforts by teachers at department level.(c) Guest lectures and seminars for career counselling.

No. of students benefitted

200

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
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

No such programme has been organised.

5.9 Students Activities

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

State/ University level

Nil

National level

Nil

International level

Nil

No. of students participated in cultural events

State/ University level

Nil

National level

Nil

International level

Nil

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

Sports : State/ University level

Nil

National level

Nil

International level

Nil

Cultural: State/ University level

-

National level

-

International level

-

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	43	128839
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives :- Nil

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: -Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our mission is to bring an all-round development in the students, awakening women to participate equally in socio-economic and political activities, development of leadership qualities, spread the spiritual and eternal values of life such as love, piety and knowledge through individual and universal consciousness.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

Extra classes, doubt clearing classes, proctorial classes are being conducted at every regular interval. Weekly tests are also conducted to review their understanding.

6.3.2 Teaching and Learning

- a) Psychological atmosphere inside the class room for better learning.
- b) Adopting psychological principles underlying teaching-learning process.
- c) Stress Free environment for better academic achievement.

6.3.3 Examination and Evaluation

Periodical Evaluation, Monthly Tests & Proctorial classes are conducted in due time.

6.3.4 Research and Development

NA

6.3.5 Library, ICT and physical infrastructure / instrumentation

Books, Journals, Periodicals, Computers & Internet access are available for the Students & the Staffs.

6.3.6 Human Resource Management

Fixed time schedule for all teaching as well as non-teaching members of the college.

6.3.7 Faculty and Staff recruitment

Regular teaching & non-teaching staffs are recruited through OPSC/SSC whereas guest faculties are recruited temporarily through interview by the committee constituted by the college authority.

6.3.8 Industry Interaction / Collaboration

NA

6.3.9 Admission of Students

e-Admission process are done by the Department of Higher Education, Govt. of Odisha

6.4 Welfare schemes for

Teaching	NA
Non teaching	NA
Students	Post-Matric Scholarship & Sanskrit Scholarship for Students

6.5 Total corpus fund generated

NA

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	Yes	Government	Yes	College Authority
Administrative	Yes	Government	Yes	College Authority

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

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

N.A

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

N.A

6.11 Activities and support from the Alumni Association

- a) Inspired the students to help the needy persons.
- b) Inspired the students to participate in the National & International seminars & workshop.
- c) Inspired the students to participate in sports& Cultural activities.

6.12 Activities and support from the Parent – Teacher Association

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

6.13 Development programmes for support staff

The college is performing e-Admission work & e-Up-dation with the active supports of the Data Entry Operator.

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

Polythene – free Zone, Waste Matter Management, Plant Club, Campus and slum cleaning by students and staff, Preservation of Trees inside the campus.

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.

Career Counselling & development of the communication skills are done through UGC sponsored IQAC .

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

Assessment & Periodical test.

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

A Nature Club has been running in this college. This year, the students will create and maintain a herbal garden on the campus. Besides, steps are being taken to invite NGOs to give students lessons in beauty care and nutrition apart from women's empowerment.

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

7.4 Contribution to environmental awareness / protection

Polythene – free Zone, Waste Matter Management, Plant Club, Campus and slum cleaning by students and staff, Preservation of Trees inside the campus.

7.5 Whether environmental audit was conducted? Yes No

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

Different competitions organised by various organisations
Self Defence training for students
Social Activities such as NSS, Ranger & Youth Red Cross

8. Plans of institution for next year

- (a) Training to participate in sports in National & International level.
- (b) Guiding the students to achieve National & International recognition.
- (c) Encourage the students to participate in more numbers in various social activities.
- (d) To promote pro-environmental behaviour.

*Name Dr. Sabita Mishra
Reader in Psychology*



Signature of the Coordinator, IQAC

*Name :-Dr. Jogamaya Pani
Principal*



Signature of the Chairperson, IQAC
