

# **ANNUAL QUALITY ASSURANCE REPORT OF THE IQAC**

**Name of the College :- Karanjia College, Karanjia**

**Year of Report : 2010-11**

## **SECTION : - A**

### **ACTION PLAN :-**

- ❖ Faculties to be more encouraged to go for Refresher Course and they should be motivated to go for Research work and presentation of Papers in National / International journals.
- ❖ Keeping in view the current trend Computer literacy for all Students be introduced. More Computer Trainers be hired for the Purpose.
- ❖ College to apply to conduct more Inter-College Sports and games activities to promote the talents of our Students.
- ❖ Steps to be taken for introducing ICT in teaching-learning Process.
- ❖ Plantation to be taken up on a massive scale to create a green environment.

## **SECTION : - B**

1.
  - Introduction of ICT based teaching, though in a restricted way, to enable Students to cope up with the latest trends.
  - Massive Plantation and Cleaning programmes through NSS, NCC to create a Clean and green Campus.
  - Awareness Programme , rallies to provide them a Community orientation.
  - Seminars conducted specially in Honours Classes to prepare them.
2. No new Programmes have been introduced in this academic Session but decision has been taken to introduce B.Com and efforts in that direction has been initiated.
3. Curriculum design is under the control of the affiliating University, North Odisha University. The institution hopes to design its own Curriculum with the Coming of Autonomy in the near future.
4. No
5. Monthly tests have been introduced. Each teacher has been asked to conduct monthly tests in their own Subject during their regular Classes to assess the Students' academic progress. This has been made so to avoid devoting extra time for examination purpose.

6. There is no placement Cell in the College and hence it is difficult to maintain a track record. However teachers do keep information about Students qualifying NET / SLET / GATE etc on personal interest.
7. The IQAC encourages the teachers to go for research work, Refresher Courses, National and international Seminars etc. They are also encouraged to brush up their efficiency by utilizing the College library more intensively.
8. No Seminar Conducted in this Session. This is an area the institution needs to work out on. The real bottleneck happens to be severe shortage of faculty in almost all the departments of the College. The result is more work load on the existing faculty which virtually does not allow them time and energy to go for Seminars.
9. N.A. – As the institution is yet to have a Research wing of its own.
10. Nil
11. Nil
12. Only 02 MRP's of Rs 74,000/- and Rs 60,000/- .
13. One is Mr S.C. Jena, Lecturer in Political Science and the other is Mrs. N. Salim, Lecturer in History.
14. N.A.
15. N.A.
16. Internal resources Comprises of only contributions from Students.
17. The Institution does not have any Such Programme.
18. Awareness programmes on AIDS, LIQUOR, Clean environment, literacy have been conducted not only in the town but also in the villages adopted by NSS.
19. One in Math, One in History, One in Odia have been recruited by the institution on contractual basis.
20. 30:40
21.
  - One Photo Copier installed
  - Library hours extended by 1 hour keeping in view the necessity of Students .
  - One Reading room created.
22. Books worth – Rs 52, 500/-  
Journals worth – Rs 11,400/-
23. There is no such Course but the institution tries to gauge the pulse of the students through Questionnaire-feedback System.
24. Stake holders specially from management , parents, Alumni provide feedback but only verbally.

26. Admission process fully Computerized by the Govt. of Odisha.
27. One Womens' hostel constructed with State Govt. assistance.
28. More Computers with LCD Projectors and Screens purchased.
29. The institution does not have an official mechanism to train teachers and non-teachings to handle computers and internet. However, a Computer literacy programme for Students is lunched through a twining programme.
30. All ST /SC/OBC Students are given financial help through SAF, SSG etc. Also Students get the benefit of UGC Scheme like ' Higher Proportion of ST/SC/OBC' and Colleges located in R/R/H/B/T area' etc.
31. Sometimes Alumni interact with the teachers and the Principal but normally these are more informal in nature. Their suggestions are considered and if found suitable, are also executed.
32. The College does not have a PTA.
33. Nothing conspicuous except first aid facility. The Sub-Divisional Hospital is very Close to the Campus.
34. Football and Cricket teams of the College participate in the Inter-College tournaments every Year. Annual Sports is conducted every Year and Sportsman and athletes also compete in the inter-College Sports. Few Students also represented the State in under 19 Cricket and One in inter University football.
35. Recognizing their talent in College – annual function by felicitating them with mementos and Certificates.
36. As in 34
37. Guidance and counseling unit functions primarily on the basis of Personal guidance . employment & Rojgar Samachar are provided in the library to keep the Students abreast of Job opportunities. That besides eminent Resource Persons are invited to deliver talks on various job opportunities open for the Students.
38. The College does not have a Placement unit.
39. As and When required they are allowed to go for Accounts training but none this year.
- 40.
41. Nil
42.
  - ✓ Automation of Library is almost Complete.
  - ✓ Photo copier installed in the library.
  - ✓ The MBBS Doctor engaged for the boarders of the Hostel.
  - ✓ Application Submitted to the Govt. for opening of B.Com programme.

### SECTION – C

The Plan of action Chalked out by the IQAC was sincerely adhered to by the entire staff of the College. The result of their effort can be seen in the following achievements :-

- As many as two teachers went for refresher Course this year.
- Computer literacy Programme was launched in association with e' Fortune Computer Centre.
- ICT has been introduced in the Science labs and used Specially for Power point presentation in Seminars.
- Plantation by the Side of end College field has been taken up.

### SECTION – D

Action Plan Chalked out by the IQAC for the Session 2011-12 was as follows :-

- ❖ Departments to be encouraged to conduct more in-house Seminars with teachers of peripheral Colleges to provide better interaction to the Students.
- ❖ Students to be motivated to take advantage of the Twinning Computer Programme of PGDCA with 50% Course fee that too inside the College Campus.
- ❖ Group discussions among Students to be introduced.
- ❖ Monthly Tests to be conducted to assess Students' performance so that teaching can be meaningful.
- ❖ More journals to be Subscribed and reading Carrels to be installed in the Library.

## **Year of Report : 2011-12**

### SECTION – A

Action Plan Chalked out by the IQAC for the Session 2011-12 was as follows :-

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## SECTION – B

1.
  - ❖ Conducting more Seminars, Group Discussions are to be introduced to prepare our Students to compete with Students of Urban area.
  - ❖ Computer Education is stressed upon to prepare them to keep pace with the latest trend.
  - ❖ More Journals will keep them abreast of the latest happenings, inventions and findings in various fields of Education.
2. No new Programmes initiated keeping in view the severe shortage of teaching Staff and lack of adequate infrastructure.
3. The institution does not have any scope as the power rests with the affiliating University.
4. As in 3.
5. Monthly Tests to be introduced from this Session.
6. No track record as it is an Under graduate College.
7. Teachers are relieved as when they want to go for National, International Seminars and Refreshers Course. They are also encouraged to go for research works.
8. NIL
9. NIL
10. NA
11. NA
12. NIL
13. NA
14. NA
15. NA
16. NIL
17. NIL
18. Regular Blood Donation Camps, Plantation Programmes , awareness rallies are conducted every Year by NSS, YRC & NCC wings of the College.
19. NIL
20. 3:4
21. New Books inducted and Students encouraged to use reading room.  
Automation work is in Progress.
22. Books worth Rs 1,05,000 bought from UGC Grant.
23. Not yet introduced but under active consideration.
24. Verbal in nature.
- 25.
26. Admission Process is computerized. Computerization of Accounts and Examination is under active consideration. Issue of Certificates is done by the affiliating University.
27. One Women's Hostel with UGC Funding is under Construction. Zoology Lab has been constructed with UGC fund.
28. 08 Computers and an IT Lab has been prepared for Computer Education of students.02 nos of Photo copiers installed.  
One Smart Board with Projector also procured.
29. Internet access is yet to be opened for Students. Teachers and Non-teaching Staff are encouraged to undergo training at the Computer twinning Programme.

30. Free studentships and SSG aid is given to Poor meritorious students. ST / SC Students are given Stipends. ST/SC/OBC /Minority Students are also helped from UGC Fund under the scheme “ Higher Proportion of ST/SC/OBC /Minority Students”.
31. Occasional visits and Verbal interaction.
32. The Institution does not have PTA.
33. The Sub-Divisional Hospital is very Close. Hostel boarders are given weekly Check up by “Physician”.
34. Participated in inter College Football, Cricket and Athletic Competitions.
35. Felicitation at Annual Sports and Annual functions.
36. Felicitation during Annual functions Trophies also given.
37. Basically Verbal guidance Counseling is given. Besides Engineering and Management institutions are also invited to interact with Students. A team of Seemanta Engineering College visited the institution this Year.
38. Such a System is yet to be developed.
39. Encouraged for Computer training and Accounts training.
40.
  - Direct access of Students to the Principal.
  - Friendly and intimate relation between Students and Teachers.
  - Active Extension Wings.
  - Reading room for Students at UG Level.
  - Monthly assessments.
  - Ragging free Zone.
41. NIL
42.
  - Plantation on a large Scale done through NSS wing.
  - Inter College Cricket tournament was organized.
  - Three teachers went for Refreshers Course this Year.

### **SECTION – C**

- Plantation on a large Scale done through NSS wing.
- Inter College Cricket tournament was organized.
- Three teachers went for Refreshers Course this Year.
- In-house Seminars conducted by Chemistry, Zoology, English, Odia Departments.
- Monthly tests introduced.
- 50 Students completed PGDCA through a twinning Programme.

### **SECTION – D**

- ❖ More Contractual and Guest faculties to be appointed so that severe shortage of faculties can be managed to some extent. And more Classes can be engaged.
- ❖ HOD’s to be motivated to conduct National & International Seminars in their respective Subjects.
- ❖ Faculties to be motivated to apply for MRP’s.
- ❖ Students may be taken out to attend National / International Seminars to enhance their outlook.

- ❖ Extension of Library hours.
- ❖ Sudden Class room tests by individual teachers without notice to Students to keep them in readiness all the time.
- ❖ Increase of Seats in +3 Science and Opening of Zoology Hons.
- ❖ Hons. Seats to be increased.

## **Year of Report : 2012-13**

### **SECTION – A**

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### **SECTION - B**

1.
  - Students of English Department taken to F.M. (Auto) College, Balasore to attend a National level Seminar in English.
  - More exposure to the Library.
  - One teacher in Political science got M.R.P.
2. +3 Stream in Commerce introduced.
3. The Scope lies with the affiliating University. The College presents ideas through members of Board of Studies.
4. NIL
5. The affiliating University has the authority for Examination reforms.
6. No record as it is an U.G. College.
7. Faculty members are encouraged to go for M.Phil, Research work, apply for MRPS.
8. NIL
9. NIL
10. NIL
11. NIL
12. One MRP of Rs 72,000 from UGC.
13. NA
14. NA
15. NA

16. NIL
17. NIL
18. One Blood donation Camp, One Blood grouping Camp organized.
19. Two teachers appointed by the Management.
20. 3:4
21. Sunday 2 hours Opening.
22. Books worth Rs 52000 /- Purchased.
23. Yet to be introduced.
24. Basically Verbal, as small Campus, small town.
- 25.
26. Under active consideration, Proposal placed before the GB for Financial approval.
27. Construction of an Indoor Sports facility Centre with UGC assistance has begun.
28. 5 Computers bought , One Photo Copier.
- 29.
30.
  - SAF & SSG for Poor meritorious Students.
  - UGC assistance to ST/SC/OBC students.
  - Stipend to ST/SC Students
31. Occasional visits by Alumni to discuss about the improvement of academic standard of Students. Their suggestion for introducing GD has been accepted.  
This has been introduced in Hons. Classes.
32. No PTA
33. Health awareness Programmes are conducted by NSS, YRC with the help of the Local Sub Divisional Hospital.
34. Inter College Athletic meet was organized this Year.
35. Felicitation at Annual functions.
36. R.K. Gupta represented Odisha under 19 C.K. Nayudu Trophy.  
Malay Barik represented NOU in Inter University Football.  
B. Raj – Captain of Odisha Handball team.
37. Organised Presentations from ABIT, a management Institute of Bhubaneswar . A Selection test conducted to Choose Students to undergo MBA.
38. No Placement Unit – Can not be that effective as it is an UG College.
39. Nothing this Year.
40. Action Student-teacher interaction.
41. NIL
42.
  - 06 Contractual teachers and one Guest faculty appointed.
  - Students of Department of English took their Students to Revenshaw University to participate in an International Seminar.
  - Sudden Class room tests were conducted by the department of Sanskrit, Odia, English & History.
  - Discussion was taken to apply for increase of Seats in +3 Science, Opening of Zoology Honours and it was also decided to apply for increase of seats in all Honours Subjects to keep pace with the growing number of Students.



### SECTION – C

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### SECTION – D

- ❖ Incentives to be given to fast learners – Best graduates in different Subjects to be rewarded.
- ❖ Slow learners to be identified and motivated to attend Remedial Coaching.
- ❖ Library to be kept open on holidays at least for 2 Hours for Hostel boarders.
- ❖ College ground to be leveled.
- ❖ JCB to be engaged to clean the Campus.
- ❖ White washing of the buildings to be taken up to provide a better look to the institution.
- ❖ Fire extinguishers to be placed at Strategic locations of the Campus- Examination, Library, Office etc.

## **Year of Report : 2013-14**

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