

**The Annual Quality Assurance Report  
(AQAR) of the IQAC  
BJB AUTONOMOUS COLLEGE, BHUBANESWAR  
AQAR FOR THE YEAR 2016-17**

Part – A

**I. Details of the Institution**

1.1 Name of the Institution

Buxi Jagabandhu Bidyadhar Autonomous College

1.2 Address Line 1

At- Lewis Road

Address Line 2

P.O . –B. J. B. Nagar

City/Town

Bhubaneswar

State

Odisha

Pin Code

751014

Institution e-mail address

[bjbcollege123@yahoo.com](mailto:bjbcollege123@yahoo.com)  
bjbcollege123@gmail.com

Contact Nos.

0674-2436971

Name of the Head of the Institution:

Prof Mohammed Nawaz Hassan

Tel. No. with STD Code:

Mobile:

0674-2436971

Name of the IQAC Co-ordinator:

DR. KALPALATA PATRI

Mobile:

9439727256

IQAC e-mail address:

aqarbjbcollege1957@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ORCOGN11751

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 (SC)/19/A & A/24.2  
DT.2.12.2016

1.5 Website address:

www.bjbcollege.in

Web-link of the AQAR:

<http://www.bjbcollege.in/AQAR 2016-17.doc>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A		2004	15-09-2009
2	2 <sup>nd</sup> Cycle	A		2016	10-11-2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/06/2005

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

2016-17

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)

Not applicable as this is the first report which is being submitted after NAAC Reaccreditation.

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

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

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

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

07

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

02

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

08

2.11 No. of meetings with various stakeholders:

No.

04

Faculty

01

Non-Teaching Staff Students

-

Alumni

-

Others

03

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

3, 00, 000/ for the plan period 2012-13 to 2016-17

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  1

(ii) Themes

Preparation of question Bank on CBCS pattern

2.14 Significant Activities and contributions made by IQAC

The IQAC plays an active role in internalising a culture of quality within the Institution. This culture is maintained and sustained by several initiatives taken by the cell through this year. The members of IQAC were actively involved in the compilation of self study report for the second cycle of NAAC reaccreditation and in coordinating the visit of NAAC Peer Team. Orientation sessions were organised for the faculty and periodical meetings/Discussions were conducted to collect data pertaining to various activities of the departments. The IQAC has been involved in preparing many reports highlighting the activities of the College, capacity building programmes and interaction session for both teaching and non teaching staff. The IQAC, through its activities has been an agent of change in the Institution, ensuring efficient performance of academic and administrative task.

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
Completion of process of Renewal of Autonomy.	UGC Autonomy has been renewed.
Getting NAAC reaccreditation-Cycle-2	Re-accreditation from NAAC has been received (as Grade-A).
Completion of the process of total automation of the College Library.	Library automation work is in progress.
Introduction of Choice Based Credit System (CBCS) as a reformation of Examination system.	Choice Based Credit System (CBCS) has been already introduced since 2015.
Introduction of Bachelor in Vocational (B.Voc) Courses	On introduction of B.Voc. Courses the proposal was duly forwarded to the UGC but UGC did not grant necessary permission. Efforts are on to submit a fresh proposal in this regard.

To develop the existing Herbal/Medical plant garden.	The herbal plant garden as since been developed with name of the plants and their usage have been elaborated in placards near every plant.
Completion of the New Arts Block Building	Regarding progress of New Arts Block the ground floor is already under operation.
Up-gradation of the existing Laboratories in terms of enrichment of infrastructure and equipment.	Existing Laboratories have since been enriched and a New Central Computer Laboratory is coming up on grant from RUSA. Allied arrangements have already been done. Process of procurement of 52 systems is on.
Encourage faculty members to undertake research projects and consultancy activities.	The faculty members are being motivated to take up projects and consultancy with funding from UGC and other agencies. In the mean time many teachers have submitted proposals to different agencies for research projects.
Invite persons of repute for Extramural Lecturers.	Many persons of repute have delivered Extramural Lecturers during the year.
Strengthening the career counselling and guidance cell for students to expand their knowledge to enter in to professional courses in reputed institutes, both in India and abroad.	An online career counselling for science students of the college has been taken up as a pilot project.
Streamlining assessment procedure of Teachers by the students and other stakeholders.	About 700 students are in the system to get updated information about carrier prospects available in reputed institute both in India and abroad.
Involving Alumni and Parent-Teacher association for sustainable & long-term development of the college.	A Feedback system for assessments of teachers by students and others has been devised and process is on to analyse them.
Effort to generate funds from different organisations in respect of Research, Consultancy and Innovative projects.	The alumni of the College are meeting a regular interval of time. A committee has been constituted to coordinate the processes. In the mean time quite a few alumni of the College have extended different helps for sustainable and long term development of the college. In fact the entire Costs of cleaning the campus are being borne by one of the alumni.
Exploring possibilities for academic exchange programmes between Universities/Colleges of repute, both inside and outside the state.	Enrollment in NCC, NSS and YRC has since increased after counselling within the limit of sanction.

Increasing the enrolment of students in NCC, NSS and Youth Red Cross wing of the college and make them more vibrant to undertake extensive pro-poor outreach activities.	On the matters of collaboration with other institute, academic exchange programs and generating funds through consultancy not much could have been done so far. However emphasis will be given for achieving these targets this session.
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\* 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

All the members and HODs approved the AQAR 2016-17 and the plans meant for the session 2017-18.

## 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		NIL	08	
UG	03	01	06	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	03	01	14	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Trimester	
Annual	01(B Ed)

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

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

**(Please refer Annexure – I & II for an analysis for the feedback)**

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

Syllabi are updated every year by the Boards of Studies of each Department. The regulations relevant to the syllabus and evaluation are modified by resolutions of Examination Committee, Boards of Studies and Academic Council.

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

Teacher Education course was introduced during the current session on Self-Financing mode with 50 intake in take capacity

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of Regular faculty

Total	Asst. Professors	Associate Professors	Professors	Others
72	14	58		

2.2 No. of permanent faculty with Ph.D.

58

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

Total Recruited	Total Vacant
75	17

2.4 No. of Guest and Visiting faculty and Temporary faculty

93

09

-



2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	61	69	78
Presented papers	25	22	19
Resource Persons	01	13	24

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

Innovative process adopted in the institution include ICT in class room teaching PPT, simulated teaching, blended technology, use of LCD projector in addition to seminar, problem solving method, collaborative and constructivist approaches, group discussion, extra mural lectures and distribution of handouts to students.

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

205

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

- (a) Continuous evaluation-mid semester followed by semester end examination.
- (b) Provision of Back/Improvement examination for failed students and poor performers.
- (c) Re-addition, Photocopy of answer sheet (w.e.f. April, 2017) as Redrassal mechanism.
- (d) Coding, Q.P. setting by external examiner and Evaluation done by external examiner only to maintain confidentiality.
- (e) Under CBCS pattern, 20 marks reserved from short questions and 10 marks reserved for short-questions for practical subjects.

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

85

18

20

2.10 Average percentage of attendance of students

86

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(UG)	487	57.08	51.12	31.41	-	2.87
Science(UG)	195	75.89	87.69	5.12	-	-
Com(UG)	257	78.21	68.87	25.68	-	0.38
MSW(PG)	28	-	46.42	39.28	-	-
MFC(PG)	58	-	74.13	18.97	-	-
MAJMC(PG)	23	-	43.47	28.08	-	-
MAPMIR(PG)	53	-	98.11	3.77	-	-
IMSc.BI(PG)	20	-	50.00	15.0	-	-
IMBA(PG)	44	-	63.63	13.63	2.27	-
IMSc.ETC(PG)	21	-	88.95	4.36	-	-
BSc.ITM(UG)	46	-	71.73	13.04	-	-
IBBA(UG)	55	-	40.00	38.18	-	-
IBSc.ETC(UG)	38	-	13.57	10.52	-	-
IBSc.BI(UG)	33	-	48.48	6.06	-	-

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

IQAC boosts the research activities of faculty by encouraging them to guide scholars at the Ph. D level help students write dissertations, complete projects and participate in National/International seminar and conferences to present papers. The Cell supervises the updation of courses of studies of the departments and monitors the restructuring of the syllabus every three years. Periodical review of evaluation pattern, status of laboratories, publication of faculties and student responses to curricular and extra curricular programmes ensures overall quality enhancement of the teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	03
HRD programmes	06
Orientation programmes	08
Faculty exchange programme	02
Staff training conducted by the university	01
Staff training conducted by other institutions	15
Summer / Winter schools, Workshops, etc.	91
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	67	58	0	0
Technical Staff	09	16	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC has sensitized Heads of all departments in different meetings to apply for major research projects and minor research projects

#### 3.2 Details regarding major projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		7,50,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	24	13	06
Non-Peer Review Journals	02	03	12
e-Journals	07	-	-
Conference proceedings	08	16	06

#### 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	02	UGC	7,50,000	1,50,000
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)   
 (Rs 4,23,200)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	03	06	03	01	12
Sponsoring agencies	UGC-2 Self-1	Inst.-2 Self-4	UGC-1 Self-1 Inst-1	Self-1	Inst-8 Self-4

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	-
	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
03	-	-	02	01	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level	10	State level	10
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	-	State level	03
National level	05	International level	Nil

3.25 No. of Extension activities organized

University forum	-	College forum	02
NCC	02	NSS	20
		Any other	10 (YRC & ROVERS & RANGERS)

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

Youth Red Cross(YRC) and Red Ribbon Club of the College are functioning under the counselling of an Associate Professor and both the units are under Indian Red Cross Society, Odisha State branch. This College has been declared by the State Branch as the Nodal College for Bhubaneswar Region. The YRC volunteers have taken part in health and sanitation programme, blood donation camps and special service camps during festivals and natural calamities. They have participated in "Patha Utsav"(7<sup>th</sup> February, 2017), a State Govt. Social Programme, National Youth Day, World AIDS Day, Swachha Bharat Aviyon, Rally on Dengue Awareness, Plantation, World Environment Day and many other activities. Rovers and Rangers unit of the College have organised Blood Donation Camp in the College along with NSS and YRC. NSS unit of the College has undertaken plantation programme and has adopted a village (Bankuala, Bhubaneswar) where they have performed activities pertaining to social responsibility. Our NCC(Army Wing) cadets have earned reputation for their best performance in State level parade and have received shields and cup for the last three years consecutively. Most of them have had outstanding results in 'B' and 'C' certificate examinations. 'NCC' as an elective subject has been included in the Curriculum. Ten cadets have been selected in the Army, Paramilitary and State Police Force. Many cadets have attended prestigious camps like IMA Attachments, Dehradun and OTA attachments, Kamptee, Nagpur. Four cadets(2 SW and 2 SD) have attended IYEP at Paris(France), Singapore, Bangladesh and Vietnam. Cadets have offered colourful Guard of Honour to His Excellency Governor of Odisha S. J. S. C. Zameer during his visit to the College on the occasion of International Seminar organised by the Department of Anthropology.

## 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	890906.25 sqft.	22560sqft.	Govt.	
Class rooms	43	14		
Laboratories	19	01		
Seminar Halls	02	02		
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others	During the current academic session Rs.15,00,000/- has been spent for the purchase of equipments in various practical departments.			

#### 4.2 Computerization of administration and library

Notices are uploaded in college website. Income tax calculations of employees are computerised. Automation of College Library is in the process. The students and Faculties are able to access information regarding availability of books. The books are being bar coded. Admit cards, Mark sheets, certificates and other students info are generated by use of softwares in the Examination Section. Credit computation, tabulation of marks and compilation of results of each end semester are computerised.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	70,183	-	833	4,23,591	71,016	-
Reference Books	4,435	-	32	26,409	4,467	-
e-Books	-	-	-	-	-	-
Journals	2,517	-	602	1,00,614	3,119	-
e-Journals	-	-	5,000	5,500	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	No. of Computers in Computer Labs	Internet	Browsing Centres	No. of Computer in Computer Centres	No. of Computer in Office	No. of Computer in Departments	No. of Computer in Others places
Existing	98	32	College is Wi-Fi enabled		-	10	48	08
Added	58	-			50	-	08	-
Total	156	32			50	10	56	08

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

Free Wi-Fi has been provided to teachers and students in Arts Block, Science Block and Administrative Block. Results and notices are uploaded in College Website on a regular basis. Admissions are taking place through SAMS monitored by OCAC (Odisha Computer Application Center). There is a Computer Science Department imparting computer education at graduation level. Fees are paid by students through SBI Collect Of State bank of India. The language Lab of the College has conducted a 'Training the trainers' programme in which teachers from different colleges of Odisha joined.

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	-
iii) Equipments	-
iv) Others	-
<b>Total :</b>	



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC keeps track of academic activities of the departments. IQAC conducts induction programme to make student aware of facilities available to the students like bank, canteen, post office, college library etc. It also arranges film shows for students on ideas of excellence and active citizenship. IQAC encourages students to join YRC, NCC, NSS, Rovers and Rangers. The cell monitors updation of relevant information /notices on the college website.

#### 5.2 Efforts made by the institution for tracking the progression

IQAC conducts HOD meetings to take stock of progress of students. Progress Registers are maintained in the departments. Parent-Teacher meeting, Proctorial classes, Language lab classes, Tutorial classes, conduct of regular unit tests are some of the steps in the direction

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3291	570	-	-

#### (b) No. of students outside the state

24

#### (c) No. of international students

Nil

Men	No	%	Women	No	%
	-	-		-	-

Last Year (2015-16)						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
473	153	194	386	17	1225	704	157	192	152	15	1220

Demand ratio 1 : 12      Dropout 2%

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

Remedial classes have been conducted to enable students in competitive examinations. Soft skill has been imparted in the language laboratory. Extra classes are arranged for final year students to qualify in various entrance examinations

#### No. of students beneficiaries

620

#### 5.5 No. of students qualified in these examinations

NET	11	SET/SLET	-	GATE	05	CAT	01
IAS/IPS etc	01	State PSC	-	UPSC	-	Others	25

### 5.6 Details of student counselling and career guidance

Career Counselling by external agencies like BCS-ISB, Lucknow were extended to students of Bioinformatics department. Students were counselled through parent-teacher meeting. At the time of admission counselling is done. Department of MAJMC has conducted career guidance seminar by experts has imparted placement related training. Chemistry Department has conducted career guidance through CHEMOSPHERE, a web based portal. Career guidance is done for final year students through proctorial classes. Biotech Department has organised meetings for career counselling. Botany Department has organised seminars for the same purpose. There are provisions for educational and vocational guidance available to B. Ed students.

No. of students benefited

859

### 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
03	46	10	55

### 5.8 Details of gender sensitization programmes

Seminars on Women Empowerment have been conducted by Departments like MATHM, MAPMIR, Education, Sociology, B Sc ITM and MCFC. A national seminar on Ecofeminist Interventions: Theory and Praxis was organised by the Department of English (06-07 Feb, 2016). Department of Chemistry has organised counselling sessions regarding gender inequality. Students of PMIR have presented papers on women empowerment in their departmental seminars. In the Syllabi of English, Education and Sociology Feminism, Women empowerment and Gender Studies have been introduced as course components respectively. College has conducted self defence programme for girl students as a part of Flagship Programme of Govt of Odisha.

Dr.Rita Pati, Vice Principal and Dr. Rajalaxmi Mishra, Associate Professor of Anthropology of the college attended the Orientation Programme on “Combating Violence Against Women and Girls for College/University Teachers” held at Guwahati organised by The Regional Center, Guwahati National Institute of Public Cooperation and Child Development(NIPCCD), an autonomous organisation under the Ministry of Women and Child Development ,Government of India from 15<sup>th</sup> May to 19<sup>th</sup> May,2017.

Members of the Sexual Harassment Cell of the College participated in the Orientation Programme on “ Sexual Harassment of Women at Workplace (Prevention, Rehabilitation, and Redressal) Act & Rules,2013” held at Kalinga Asoka on 23<sup>rd</sup> December,2016 under the auspices of Orissa State Commission for Women(CSCW).

On 4<sup>th</sup> November, 2016 Dr.Sourabh Mishra (SUM Hospital , Bhubaneswar),oncologist and Chairperson, “Fight Against Cancer” Trust talked about Breast, Cervical, Uterine and Ovarian Cancer in a meeting held in the Conference Hall of the College.

## 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	1210	-
Financial support from other sources	-	-
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: Grievances of students are mostly on

- i) Academic related matters
- ii) Examination related matters
- iii) Scholarship, application and e-submission
- iv) Hostel accommodations

which are duly considered and redressed to the best of their satisfaction.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Vision – Merit and Ethics refer to the duties of beneficence that we are required to perform in our individual and institutional lives. The institution contributes to the process of acquisition of knowledge as an active and continuous development of human reason in the direction of universal happiness.

Mission - Our mission is to provide quality education through academic, cultural and physical activities and prepare the talented youth as responsible and useful citizens for effective participation in all areas of developmental process and nation building.

#### 6.2 Does the Institution has a management Information System

Yes. For admission students depend on Students Academic Management System (SAMS). In the library there is a management system to access books.

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

##### 6.3.1 Curriculum Development

CBCS Course has been implemented. Boards of Studies of each Department are convened every year to finalize/modify the syllabi. Academic Council ratifies the resolution of the boards.

##### 6.3.2 Teaching and Learning

Soft skills are imparted by faculties in the Language Lab of the College. Experts are invited for interface in the department of THM. Lesson Plans and Progress Register are updated in all the departments regularly. In addition to regular classes, ICT enabled seminars are conducted. Efforts are going on to facilitate access to INFLIBNET on the part of the students and teachers. Collaborative learning, Cooperative learning, interactive methods and simulated teaching methods are adopted.

##### 6.3.3 Examination and Evaluation

- (a) Continuous evaluation-mid semester followed by semester end examination.
- (b) Provision of Back/Improvement examination for failed students and poor performers.
- (c) Re-addition, Photocopy of answer sheet (w.e.f. April, 2017) as Redrassal mechanism.
- (d) Coding, Q.P. setting by external examiner and Evaluation done by external examiner only to maintain confidentiality.
- (e) Under CBCS pattern, 20 marks reserved from short questions for non-practical subjects and 10 marks reserved for short questions for practical subjects.

#### 6.3.4 Research and Development

Since most of the Department are undergraduate departments Research work is limited Project work done by students under supervision of teachers. However teachers are pursuing their research being registered for Ph.D. Students are motivated to present papers in State Level Seminars. One faculty from Chemistry and one faculty from Anthropology are continuing their minor Research Projects. Chemistry Department is making efforts for research project from UGC, DST and other funding agencies. Many faculties are guiding research of their scholars at the Ph.D level. Many Scholars have been awarded Ph.D under their supervision from different Universities.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Automation work of library is under progress. There is a Language Laboratory for soft skills development of the students and there are computer lab run under the Department of Physics and Computer Science. A new Computer lab has been established in New Arts Block under RUSA scheme.

#### 6.3.6 Human Resource Management

Admission is done through SAMS (Students Academic Management System) monitored by the Government of Odisha. The system generates the data base of students

#### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment are done at the government level and OPSC (Odisha Public Service Commission). Guest Faculty are engaged through selection by relevant committees formed by the College

#### 6.3.8 Industry Interaction / Collaboration

Department of PMIR (Personal Management and Industrial Relation) and MATHM (Master Degree in Tourism and Hospitality Management) are exploring possibilities of Industry Institution Collaboration.

#### 6.3.9 Admission of Students

Admission of students are done thorough SAMS (Student Academic Management System) monitored centrally by Department of Higher Education, Govt. of Odisha

6.4 Welfare schemes for

Teaching	Cooperative store
Non teaching	Cooperative store
Students	Scholarships like senior Merit scholarship, Senior merit-cum-Poverty scholarship for SC/ST students, Scholarship for Children of freedom fighter, National Loan scholarship, scholarship for Physically handicapped children, Prerana and Medhabrutti are provided. SSG/Students Aid Fund offers financial support to the poor and meritorious students.

6.5 Total corpus fund generated

-

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	✓	AG		
Administrative				

6.8 Does the University/ Autonomous College declare 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?

- |   |
|---|
| <p>a) Introduced Photocopy of the answer sheet for the students on demand w.e.f. the examination conducted from April 2017.</p> <p>b) Efforts are being made to complete evaluation of all examination simultaneously and declaration of results in time.</p> |
|---|

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

<p>The autonomy of the college has been renewed in 2016 with the help of Utkal University. Academic Audit was conducted by Utkal University headed by the Vice Chancellor prior to the extension of autonomy.</p>
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#### 6.11 Activities and support from the Alumni Association

The alumni of the College are meeting at a regular interval of time. A committee has been constituted to coordinate the process. In the mean time quite a few alumni of the college have extended different helps for sustainable and long term development of the College. The entire costs of cleaning the campus are being borne by one of the alumni. Plantation programme has been undertaken by the Alumni association. The Association conducts different competitions among the students and award the winners every year.

#### 6.12 Activities and support from the Parent – Teacher Association

Though there is no formal parent-teacher association there has been number of meetings in which parents have suggested measures for improvement of the educational ambiance of the College pertaining to students' attendance in the class and keeping the campus clean. They have emphasized on moulding the behaviour and attitude of students to become good citizens. Feedback from the parents have been collected regarding the College.

#### 6.13 Development programmes for support staff

Co-operative society has been established for the support staff. They have been given Govt. quarters. The staff are entitled to borrow books from library. There is a co-operative society from which non-teaching staff get credit facilities at a low rate of interest.

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

Environment Studies have been a component of course in AECC for students. Regular cleanliness drive in the campus and plantation programme are a regular feature. Conservation of electricity is given importance. "Swachha Bharat Abhiyan" has been undertaken. Students are encouraged to use e-facilities, go for green transaction and avoid using papers. The Department of English has organised a National Seminar on Eco feminism to promote ecocentric consciousness.

## 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.

Soft Skill Development and Inter-disciplinary faculty approach was adopted as innovative programmes by different departments. 'Obstacle Robotics' were prepared by +3, 3<sup>rd</sup> year students on the lab of Physics Department and the group leader Shyam Sundar Pati was awarded best prize on 01.05.2017. Major Group project has been prepared by students of Computer Science Department. Ankita Roy and Ishani Anewsha Joshi participated in Women Parliament at Amrabati. 'Student Life Cycle System' was developed by Botany and Bio-technology Department in collaboration with OCAC.

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

- Library automation work which is in progress has to be completed by December, 2017
- On introduction of B.Voc. Courses the proposal was duly forwarded to the UGC but UGC did not grant necessary permission. Efforts are on to submit a fresh proposal in this regard.
- A New Central Computer Laboratory has become operational on grant from RUSA. Fifty-two systems for computer lab. have been procured.
- The faculty members are being motivated to take up projects and consultancy with funding from UGC and other agencies.
- An online career counselling for science students of the college has been taken up.
- The College authorities are keeping in touch with Alumni Association seeking cooperation for sustainable and long term development of the college.
- Efforts are being made to have more students enrolment to opt for NCC as an elective subject.

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

#### **Best Practice-I**

**I. Increased participation in outreach activities involving social problems and issues. (Refer Annexure-III)**

**II. All categories of employees have been issued institutional identity cards. (Refer Annexure-IV)**



#### 7.4 Contribution to environmental awareness / protection

Environment Studies have been a component of course in AECC for students. Regular cleanliness drive in the campus and plantation programme are a regular feature. Conservation of electricity is given importance. "Swachha Bharat Abhiyan" has been undertaken. Students are encouraged to use e-facilities, go for green transaction and avoid using papers. The Department of English has organised a National Seminar on Eco feminism to promote ecocentric consciousness.

7.5 Whether environmental audit was conducted?    Yes     No

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

<p><b>Institutional Strengths</b></p>	<ul style="list-style-type: none"> <li>• Autonomous status</li> <li>• Renounced Co-educational College of Odisha</li> <li>• Situated in the heart of Capital City of Odisha.</li> <li>• Well qualified faculty</li> <li>• Cordial ambience for teaching and learning</li> <li>• Wi-Fi campus</li> <li>• Remarkable achievements by NCC cadets, NSS and YRC volunteers</li> <li>• Recently accredited with A Grade in 2016 by the NAAC.</li> </ul>
<p><b>Weaknesses</b></p>	<ul style="list-style-type: none"> <li>• Vacant Positions</li> <li>• Shortage of regular teaching posts to meet the requirements of newly introduced CBCS Syllabus</li> <li>• Inability to generate financial resources from non-Govt. sources for development</li> <li>• No formal consultancy Work</li> <li>• Inadequate sports and infrastructural facilities</li> </ul>
<p><b>Opportunities</b></p>	<ul style="list-style-type: none"> <li>• To become a centre of excellence in Higher Education as a University</li> <li>• To offer new courses at PG level</li> <li>• To generate financial Resources</li> <li>• To offer vocational and need based courses</li> <li>• To promote research and culture</li> <li>• To acquire adjacent Govt. land structures for the college and make Arts &amp; Science Blocks a single campus.</li> <li>• To promote sports and games activities for both boys and girls</li> </ul>
<p><b>Challenges</b></p>	<ul style="list-style-type: none"> <li>• Strengthening IQAC activities</li> <li>• Getting minor and major research projects</li> <li>• Motivating faculty to use ICT enabled teaching</li> <li>• Taking initiative to check student violence in campus</li> </ul>

## **8. Plans of institution for next year**

1. Opening up of student counselling cell.
2. Preparation of Question Bank as per CBCS System.
3. Introduction of skill based short term certificate courses for staff and students under computer literacy programme.
4. Strengthening Remedial classes for disadvantaged group.
5. Achievement of full automation of library.
6. Strengthening feedback mechanism (students' feedback parents' feedback Alumni Feedback on institution)
7. Construction of multi gymnasium and Boys' Common Room under RUSA Project.
8. Internal Academic Audit.
9. Identification of new sources of funding for various activities of College.
10. Feedback system for Assessment of Teachers by students.
11. Organisation of Regular Parent Teacher meeting & Alumni meeting for improving stakeholder involvement.
12. Organising workshop on gender sensitization by the sexual harassment cell.

Name DR. KALPALATA PATRI

Name PROF. MOHAMMED NAWAZ HASSAN

\_\_\_\_\_  
Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC

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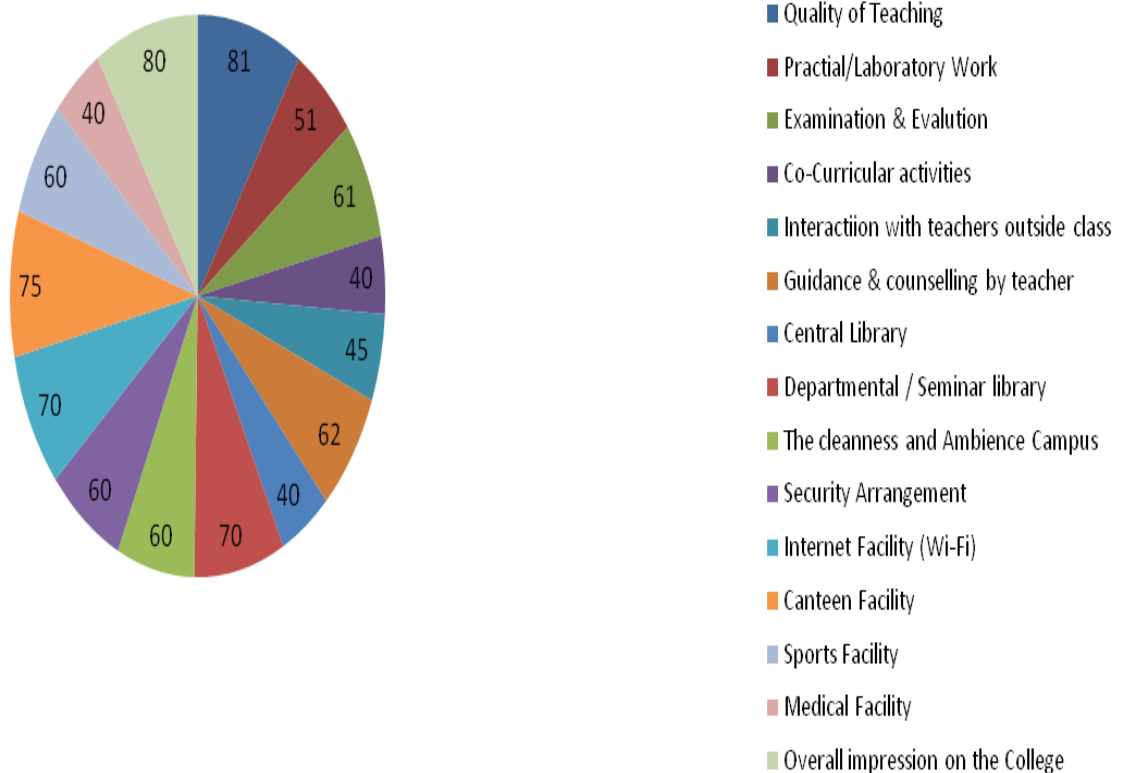
# Annexure-I

## Analysis of feedback From Students

### Students' feedback

- Feedback of nearly 3291 students was analyzed. On the basis of their responses following results are obtained.

### Students Degree of Satisfaction ( Very Satisfactory) on Teaching Learning Processes & Campus Facilities



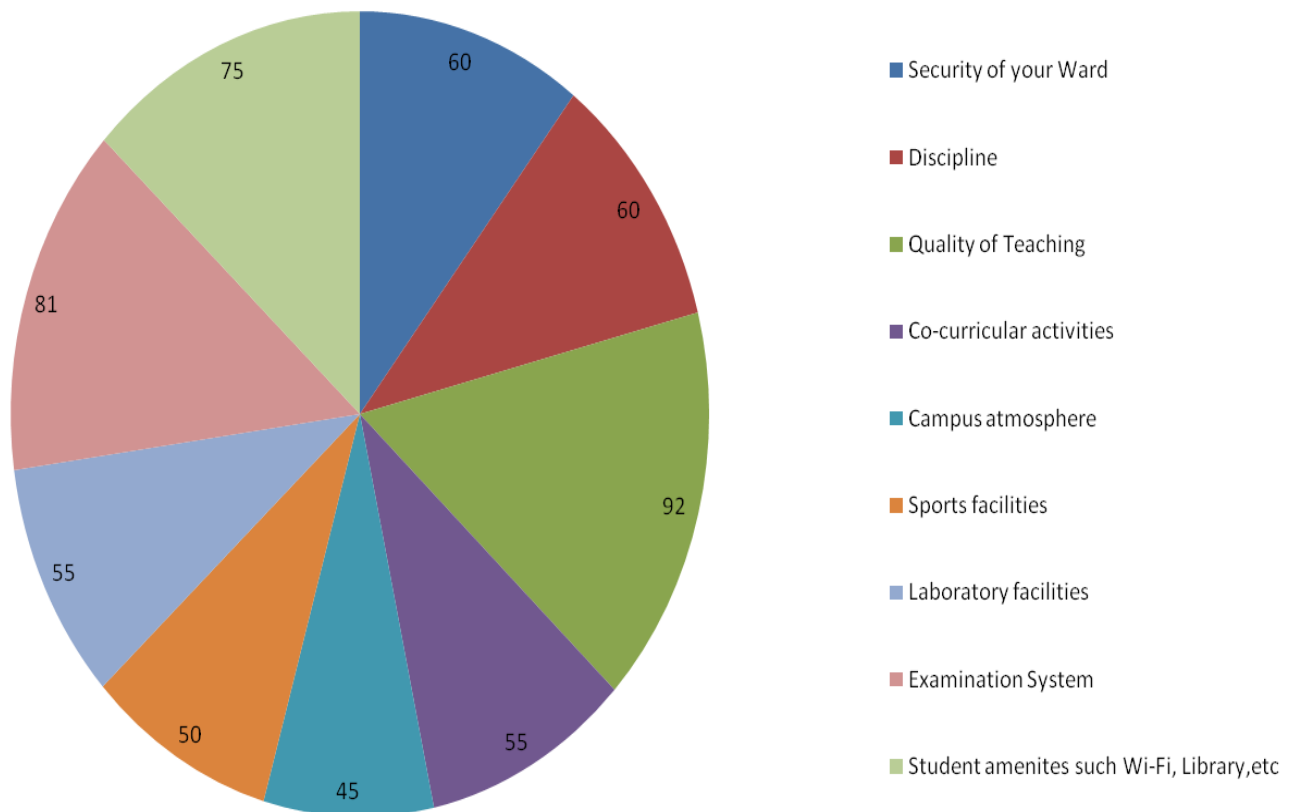
# Annexure – II

## Analysis of feedback From Parents

### Parents' feedback

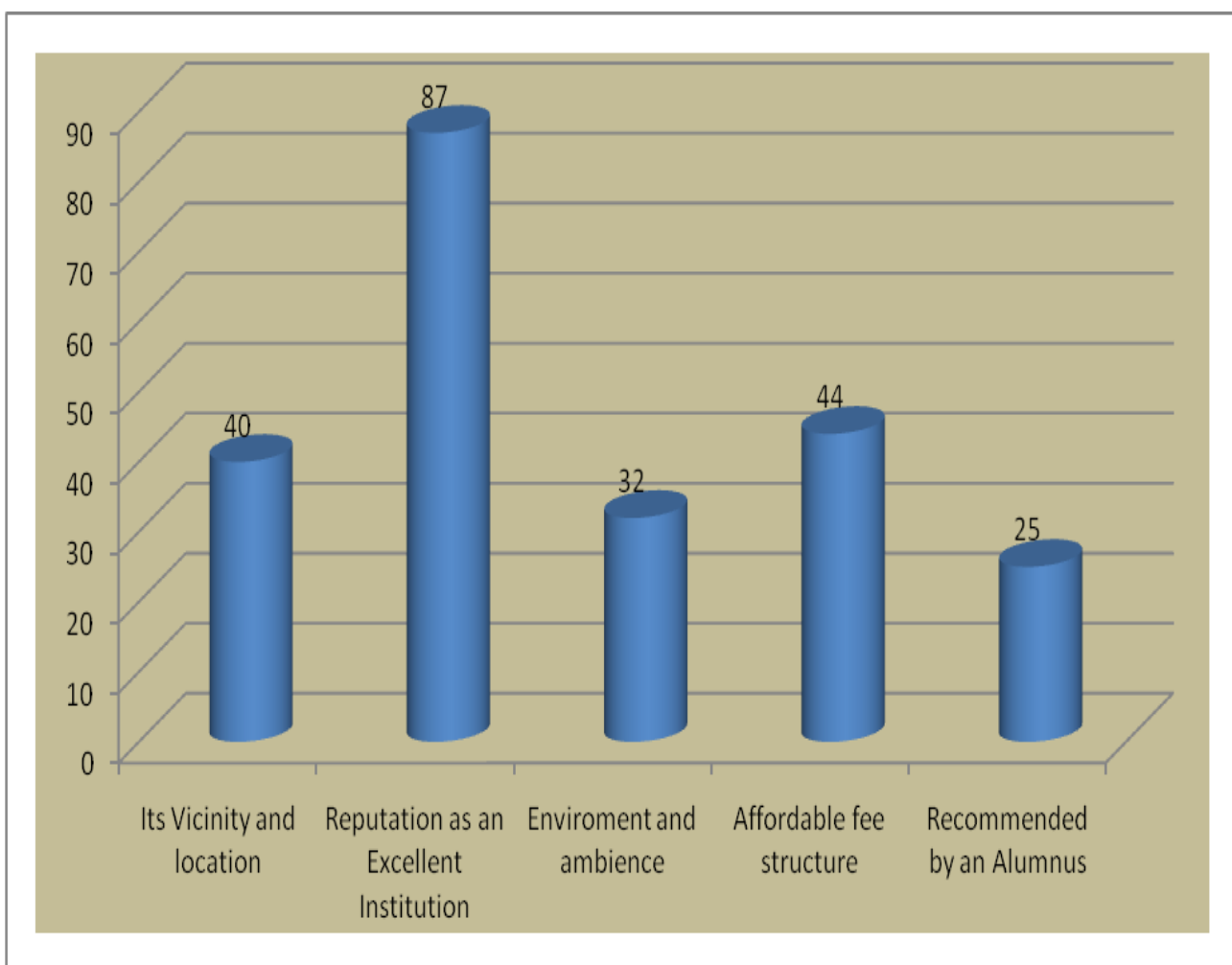
- View point of 1257 parents were analyzed on learning process and campus facilities the following picture indicates highest degree of satisfaction of parents on different dimensions.

Parents Highest Degree of Satisfaction on different aspect of the Institution



- **Reasons For Selecting B.J.B College as opined by the Parents'**
- Opinion of **1257 parents** were collected to find out the reason for selecting B.J.B College for their ward. Following picture indicates parents opinion for selecting B.J.B College for their ward.

### **Parents Opinion on Reasons for Selecting BJB College**



## **Annexure – III**

### **Best Practice - I**

#### **Increased participation in outreach activities involving social problems and issues.**

**Objectives:** To spread environment awareness, awareness about literacy and cleanliness

**Context :** N.S.S. Unit of the College has adopted a village 'Bankuala of Bhubaneswar.

**Practice :** Students visited the village Panchamana of Bankuala, Bhubaneswar a number of times arranging interaction sessions with the villages. They have arranged Blood Donation Camp, Environment Awareness Initiative through posters, placards and meetings.

**Evidence of success :** Villagers have been convinced about the relevance of using toilets, sending their children especially girl students to schools.

**Problems Encountered and Resources Required :** Academic assignment of students under New CBCS

course prevent students specially more time on the adopted village. Resources available are not adequate.

## **Annexure – IV**

### **All categories of employees have been issued institutional identity cards.**

**Objective** : To inculcate commitment and devotion for the institution irrespective of rank.

**Context** : Smooth identification of employees at the point of entry into the college and production of the card at different for their identification.

**Practice** : Employees bring their Identity Card to the College everyday.

**Evidence of success** : Employees get a sense of satisfaction as brand ambassadors of the institution. Others extend to them a kind of respect that springs from the status of the college a premier institution of the state.

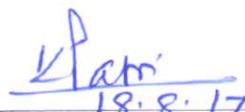
**Problems encountered** : The new entrants who come in transfer are not able to get an Identity Card within a short span of time.



## 8. Plans of institution for next year

1. Opening up of student counselling cell.
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9. Identification of new sources of funding for various activities of College.
10. Feedback system for Assessment of Teachers by students.
11. Organisation of Regular Parent Teacher meeting & Alumni meeting for improving stakeholder involvement.
12. Organising workshop on gender sensitization by the sexual harassment cell.


Name DR. KALPALATA PATRI

  
18.8.17

Signature of the Coordinator, IQAC

**Co-ordinator, IQAC**  
**B.J.B. Autonomous College**  
**Bhubaneswar**

Name PROF. MOHAMMED NAWAZ HASSAN

  
18.8.17

**PRINCIPAL**  
Signature of the Chairperson, IQAC  
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