



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

Annual Quality Assurance Report (AQAR)

Submitted by

Raajdhani Engineering College

EC/66/A&A/018

Near Mancheswar Railway Station

PO: Mancheswar Railway Colony

Bhubaneswar – 751017

Odisha

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

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

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;

- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. A few senior administrative officers
3. Three to eight teachers
4. One member from the Management
5. One/two nominees from local society, Students and Alumni
6. One/two nominees from Employers /Industrialists/stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- ▶ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/ report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name or EC number. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2014-15

I. Details of the Institution

1.1 Name of the Institution

RAAJDHANI ENGINEERING COLLEGE

1.2 Address Line 1

Near Mancheswar Railway Station

Address Line 2

PO: Mancheswar Railway Colony

City/Town

Bhubaneswar

State

ODISHA

Pin Code

751017

Institution e-mail address

bimal_binit@yahoo.com
rec_bbsr@gmail.com

Contact Nos.

M-9437123892

Name of the Head of the Institution:

Dr. Bimal Sarangi

Tel. No. with STD Code:

0674-6444583 , 2570308

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.50	2014	2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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 ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR _____ NA _____ (DD/MM/YYYY)
 ii. AQAR _____ _____ (DD/MM/YYYY)
 iii. AQAR _____ _____ (DD/MM/YYYY)
 iv. AQAR _____ _____ (DD/MM/YYYY)

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)

MCA

1.11 Name of the Affiliating University (*for the Colleges*)

Biju Patnaik University of Technology,
Rourkela

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
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" value="SIRO"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="34"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="20"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

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

1. National seminar on Low Cost Housing Design issues & opportunities.
 2. 17th Annual Convention & Seminar on “Shaping Technical Education Beyond 2020”

2.14 Significant Activities and contributions made by IQAC

Various awareness programmes have been conducted such as:

- Clean India Movement.
- Plantation.
- Blood Donation Camp

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. Improvement of Academic standard of students a. Uninterrupted Timetable b. Lecture note preparation c. Doubt clearing classes for weak students d. Extra classes for back papers e. Guest lecturer / invited lecture / special lecture in different subjects 2. Continuous education programme for	a. Timetable as per University regulation b. Prepared c. Started d. Started e. Continuing

<p>faculty members</p> <p>a. Faculty Development Programme in different subjects</p> <p>3. Extracurricular activities for students</p> <p>a. Seminar</p> <p>b. Industrial Visit</p> <p>c. Interaction with society, blood donation camp, relief camp, activities under Red Ribbon Club</p> <p>d. Sports and games</p> <p>e. Song, Debate, Quiz competition</p> <p>f. Plantation</p> <p>4. Student Counselling through different activities</p> <p>a. Counselling with help of Professional societies/ individuals</p> <p>b. Entrepreneurship Development Programme</p> <p>5. Placement activities</p> <p>a. Pre-Placement Training</p> <p>b. On-campus, off-campus drive</p> <p>6. R & D activities & Consultancy</p> <p>a. Sponsored projects & small projects</p> <p>b. Carryout consultancy work</p> <p>7. Health Service to students</p> <p>a. Health card</p>	<p>a. FDP in different subjects done for quality improvement of the faculty members</p> <p>a. Seminar & other competition carried out</p> <p>b. Continuing</p> <p>c. Continuing</p> <p>d. Continuing</p> <p>e. Conducted</p> <p>f. Continuing</p> <p>a. Activities of Red Ribbon Club, ISTE/IE & other professional societies had been done to counsel the students for better achievement with team work, honesty & dedication</p> <p>b. EDP has been done with the help of Institution of Entrepreneurship & DIC from time to time</p> <p>a. PPT Conducted</p> <p>b. Campus placement has been done by more than 50 reputed companies for graduates & PG students</p> <p>a. Grants received from AICTE/IE to conduct different projects with support of students & faculty</p> <p>b. Few consultancy work has been received from various Govt. & Pvt. Organizations & fulfilled to their satisfaction</p> <p>a. Health card keeps the health record of individual students. Conduct regular health check-up of the students</p>
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* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Action has been taken for carryout different activities at different intervals of time

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	0	0	0	0
PG	6	1	7	0
UG	6	0	6	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	2	2	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	12	3	15	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	15
Trimester	-
Annual	-

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

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

Yes, M.Tech (Computer Science and Engineering)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
176	60	0	18	98

2.2 No. of permanent faculty with Ph.D.

13

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
4	0	0	0	0	0	22	0	26	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	07	0
Presented papers	0	07	0
Resource Persons	0	07	0

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

- | | |
|----------------------|-------------------|
| 1. Proctorial system | 2. Dress Code |
| 3. Student Feedback | 4. Model Question |

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

90x2

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

As per university

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

01

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.TECH/CSE	60	NA	NA	NA	NA	94
B.TECH/ECE	81					92
B.TECH/EEE	64					96
B.TECH/ME	135					94
B.TECH/CE	72					93
MCA	33					91
MBA	19					89
M.TECH/CS	10					96
M.TECH/PSE	18					94
M.TECH/PE	16					90
M.TECH/SE	17					95

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

- i. Meeting with parents and teachers-once in a year(During May-June)
 - a. A review of previous minutes of the meeting
 - b. Feedback about the students regarding performance
 - c. Suggestion for remedial measures
 - d. Others
- ii. Meeting with the students- once in a semester(During July & Jan)
 - a. Feedback about teachers
 - b. R&D
 - c. Hostel
 - d. Extracurricular activities
 - e. Suggestion for improvement
- iii. Meeting with Faculty- once in a semester(During June & Dec)
 - a. Lesson Plan
 - b. Lecture note preparation
 - c. New methodology adopted
 - d. Class room management
 - e. Paper presentation
 - f. FDP
 - g. Seminars
 - h. EDP
 - i. Continuing education
 - j. Placement activities
 - k. Health service
 - l. Suggestions for improvement
- iv. Meeting with industries –Once in a year(During May)
 - a. Feedback on quality of the students placed
 - b. Suggestion for modification in syllabus
 - c. Possibility of employment of current students and training facilities
 - d. Industry-Institute collaboration

- v. Meeting with Alumni-Once in a year(During Nov-Dec)
 - a. Present technological advancement
 - b. Academic requirement for the students pursuing education
 - c. Syllabus modification
 - d. Others
- vi. Meeting with staff-Once In a Semester(During June & Dec)
 - a. Working Environment
 - b. Support service requirement
 - c. Development of Lab Equipment
 - d. Others
- vii. Meeting with management-Once in a semester(During June & Dec)
 - a. New Laboratories development
 - b. Infrastructure development
 - c. Support service requirement
 - d. Future Expansion
 - e. Staff and student development
 - f. Others
- viii. Meeting with professional bodies/clubs –Once In a year(During June)
 - a. Different activities and support service
 - b. Support to educational reforms (Theory and Practical)
 - c. Social Need
 - d. Environmental assessment
 - e. Others

2.12.

- i. Student Feedback
 - a. Design the feedback form
 - b. Collect Feedback, Analyze, Counsel the teachers accordingly and apprise
- ii. Parents Feedback
 - a. Collect through teacher parent cell and accordingly action taken for development of teaching learning process
- iii. Class Test
 - a. Design a standard format to conduct class test weekly as per university pattern and circulate the answer among the students
- iv. Faculty Development Programme
 - a. FDP has been conducted on different subject where support needs for upgrade the knowledge of the faculty as par with new innovation & upgradation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	10
UGC – Faculty Improvement Programme	NIL
HRD programmes	10

Orientation programmes	30
Faculty exchange programme	NA
Staff training conducted by the university	05
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	01
Others	02

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	27	0	0	0
Technical Staff	8	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

a. Awareness Campaign	b. Seminar
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	0	1
Outlay in Rs. Lakhs	7.1	0.65	0	7.1

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	50	0	0	Submitted
Outlay in Rs. Lakhs	5	6.3	13	continuing

3.4 Details on research publications

	International	National	Others
Peer Review Journals	5	5	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	1	0	0

3.5 Details on Impact factor of publications:

Range	1 - 2	Average	1.02	h-index	2.3	Nos. in SCOPUS	2
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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	3	AICTE	7.1 lakh	Yes
Minor Projects	1	IE	40000	Yes
Interdisciplinary Projects	1	IE	30000	Yes
Industry sponsored	0	0	0	
Projects sponsored by the University/ College	1	Self	7 lakh	-
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	03	14.8 lakh	Yes

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

Level	International	National	State	University	College
Number		02			
Sponsoring agencies	-	VNV Realtors PVT.Ltd,Tirupati Enterprises,Jaye Ambe Traders,ISTE	-	-	-

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
1	0	0	1	0	0	0

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

02

04

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

02

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

JRF SRF Project Fellows Any other NA

3.21 No. of students Participated in NSS events: NA

University level State level
National level International level

3.22 No. of students participated in NCC events: NA

University level State level
National level International level

3.23 No. of Awards won in NSS:

NA

University level State level
National level International level

3.24 No. of Awards won in NCC:

NA

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="05"/>
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="0"/>
		Any other	<input type="text" value="05"/>

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

NIL

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	10.34 acre	0	Self	10.34
Class rooms	39	2	Self	41
Laboratories	66	1	Self	67
Seminar Halls	9	0	Self	9
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1	Self	1
Value of the equipment purchased during the year (Rs. in Lakhs)		1	Self	7.0
Others	NA	NA	NA	NA

4.2 Computerization of administration and library

1. 4 Nos. Of computers with internet facilities
2. 10 computers in e-library
3. 1 software lib-sys used

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	43938	1608890	310	12235	44252	1621125
Reference Books	1589	575218	3	1086	1592	576304
e-Books	377	200000	NA	NA	377	200000
Journals	98	16240	NA	3200	98	19440
e-Journals	4417	1567036	600	110000	5017	1677036
Digital Database	1	96000	NA	NA	1	96000
CD & Video	2091	209100	NA	NA	2091	209100
Others (specify)	-	-	-	-	-	-
News Paper	11	15890	NA	NA	11	15890

Magazines	12	8910	NA	NA	12	8910
ISTE Books	NA	NA	30	10000	30	10000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	415	12	32	10	1	18	8	12
Added	33	1	0	0	0	0	0	0
Total	448	13	32	10	1	18	8	12

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

The institute has 10 Mbps BSNL broadband leased line for faculties and students all around the campus. A separate Internet lab is provided for faculties and students. A period is allotted for the students in the time table for accessing internet. E-library is a part of the central library where the faculties can access various learning resources for their research work and the students can get updated study materials. The institute is regularly upgrading the IT infrastructure such as software and hardware as per the need of students and faculties.

4.6 Amount spent on maintenance in lakhs :

i) ICT	10 Lakh
ii) Campus Infrastructure and facilities	20 Lakh
iii) Equipments	10 Lakh
iv) Others	20 Lakh
Total :	60 Lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

In the previous academic year the students are given professional trainings in their respective disciplines. Personality development programme was also included to make aware the students about the present need of job market. Special doubt clearance classes were also conducted for poor standard students to avoid the dropout rate.

5.2 Efforts made by the institution for tracking the progression

Assignments is given by the faculty in each theory class in the last 15 minutes. These assignments are checked in the next class.
 Attendance report is regularly checked by the H.O.D. and Principal parents of the students having shortage of attendance are informed through phone calls and letter. In the lab class assignments are given and completion of the assignments in the same class is strictly checked by the faculty.
 Viva-voce is conducted in each lab class.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1609	107	-	88

(b) No. of students outside the state

739

(c) No. of international students

NIL

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1204	107	58	313	0	1682	1151	206	58	389	0	1804

Demand ratio

99.3

Dropout %

0.7

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

The institution conducts coaching classes for various competitive examinations such as GATE, CAT, Net, etc. by hiring experts from outside. They conduct vary similar tests (VSTs) from time to time and also the faculty members of the institution guides and assists the students for thorough understanding.

No. of students beneficiaries

42

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE	20	CAT	
IAS/IPS etc		State PSC		UPSC		Others	15

5.6 Details of student counselling and career guidance

The institution facilitates enough provisions as per the need of students:

The faculties actively participate in the academic, personal, and psycho-social needs of the students by mentoring, counselling, and giving them various academic advises. The faculty maintains the counselling record of each student by mentioning her/his need and support required.

At the time of admission the faculties help the students by giving brief description about the course and its scope in today's competitive market. Also the students are explained and counselled about the course structure which helps them in shaping their career.

The students also face various types of personal issues during the course. But they are too immature to solve these issues at that time. The concerned mentor is supportive enough to solve these issues by sharing with the students.

No. of students benefitted

500

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
58	391	294	24

5.8 Details of gender sensitization programmes

The institution regularly conducts lectures and seminars relating to gender issues under the banner of ISTE, NSS, & IE. A women's cell has been set up to resolve various issues related to girls. The women cell also educates the staff members and students on the issue of sexual harassment.

5.9 Students Activities

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

State/ University level

20

National level

0

International level

0

No. of students participated in cultural events

State/ University level

15

National level

0

International level

0

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	400	40 lakh
Financial support from government	433	83,99,500
Financial support from other sources	3	21000
Number of students who received International/ National recognitions	02	0

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: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

To become a global leader in technical education through creativity and innovation.

MISSION

To impart value based technical education of global standard with high sense of discipline with social relevance in a serene environment.

6.2 Does the Institution has a management Information System

Yes (Partially)

- | | |
|---------------------------------------|--------------------|
| a. Library Lending details | b. SMS facility |
| c. Syllabus | d. Internal Test |
| e. Attendance | f. Class Timetable |
| g. Full-fledged work Under Processing | |

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

6.3.1 Curriculum Development

The senior faculty members of the institution actively contribute to the development of the curriculum by the university. Faculty members collect student feedback through verbal interaction and also non-verbally in printed format. Feedback from the alumnae is also collected through regular interactions. Advice and suggestions of eminent academicians and industry personals are also recorded and considered during their visit to the institution on various occasions. Suggestions of Principal/Senior faculty members regarding curriculum development are put before the academic council, so as to meet the current market demand.

6.3.2 Teaching and Learning

Raajdhani Engineering College strictly follows the academic calendar published by the university at the time of beginning of each academic session. The calendar includes the following:

- Commencement of odd and even semester classes.
- Dated of Class Tests.
- Sending of class test marks to th university.
- Sending of sessional marks to the university.
- Dates of end-semester examination.
- Tentative dates of publication of results.

Teaching:

Subject distribution (Theory & Lab) among the faculties is done by the concerned H.O.D. sufficiently before the commencement of semester classes. The consent of each faculty is also taken at the time of distribution. The faculties are also asked to prepare the lesson plan in the format given by college. The faculties follow their own lesson plan reflected in the academic diary and is checked by the H.O.D. & Principal at regular intervals. Reports are presented at the time of PEER-TEAM visit.

Learning:

- As scheduled by the university, generally, 35 – 40 hours of lecture is imparted for each subject during a semester.
- The faculties in consultation with the H.O.D., discusses the lesson plans of their assigned subject(s).
- Students are provided with lesson notes after completion of each class.
- The performance of faculty is thoroughly monitored by the concerned H.O.D. and IQAC through student feedback.
- Proposals are being made for collaboration with other national and international institutions for various enrichment courses.
- Faculties are encouraged to develop and implement new teaching methodologies such as power point presentation, OHP, or any audio-visual system, etc.
- Students are divided into number of groups to do their project under the guidance of faculties. The institution organises industrial visit for the students of all disciplines in order to know the practical application of their course.

Apart from all these, 24x7 hours internet facility is provided to the faculties as well as the students. NPTEL programme has been provided to the faculty members. The central library has a large number of books and magazines along with e-library facility.

6.3.3 Examination and Evaluation

Examination and Evaluation

Each theory paper carries 100 marks out of which two class tests carry total of 30 marks. First class test is conducted after one month of the commencement of class and second class test is conducted after two months of the class commencement. The faculty corrects the answer papers and shows to the students in the class. Each sessional carries 100 marks. In each sessional class experiment and viva-voce is conducted by the faculty, simultaneously evaluation is done and the student is informed the marks awarded. Class attendance of the student is also an important parameter of our evaluation process. The end-semester examination is conducted by the university and evaluation is also done by the university. Combining the college level marks and university level marks final grade is awarded to the student.

6.3.4 Research and Development

Under the guidance of Prof. (Dr.) S.C. Panigrahi (Former professor, IIT, KGP), our institution has set up a fully equipped Research Lab. Many of our faculty members have registered for M.Tech and Ph.D programmes in the past few years. Some of them are going to complete the degrees. As R & D is an integral part of our institute, the faculties and students are encouraged to present and publish papers in seminars, conferences and journals. All the departments also take different research projects from time to time.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Our central library contains a large volume of books, journals, e-books, and e-journals. The students are provided with a library period in their weekly time table in order to enhance knowledge. Apart from this, the library is kept open from 7.00 A.M. to 8.00 P.M. on week days and from 8.00 A.M. to 2.00 P.M on Sunday. Staff members and students use the library after their class hour. The ICT facilities deployed in the library includes the following:

- OPAC
- Electronic Resource Management Package for e-journals
- Library website:
www.reclibrary.hpage.com
- In-house remote access to e-publications
- Library automation software.
- Total 10 nos. of computers for public access.
- Total 01 no. of printer for public access.
- Internet facility with 10 Mbps band width speed.
- Participated in Resource Sharing networks/ consortia (like Infibinet)

6.3.6 Human Resource Management

Our institution follows a very innovative and transparent recruitment policy described as below:

- Being an educational institution faculties are the main human resource. Advertisement is published in the regional and national news papers. The applications are thoroughly scrutinized and the eligible candidates are called for interview. Interviews are conducted by a committee headed by the H.O.D. at department level. The name of the selected candidates are recommended to the Principal to take the final decision in consultation with the management.
- The selection procedure of Technical Asst. is same as the faculty.
- The registrar conducts interviews for the recruitment of office staff.
- Depending on the positions there is stipulated probation period for all positions. The appointment is regular after successful completion of the probation period.
- Management gives highest priority to quality. Employees are given incentives based on their performance. The faculties are encouraged to do research & publication work, and apply for projects in different funding agencies.
- Each department functions as an independent body. There is no interference from the management side in day to day affairs of the department except routine review.

6.3.7 Faculty and Staff recruitment

The institute has a well-defined recruitment policy for faculty and staff. All the departments communicate their requirements to the Principal sufficiently before the commencement of a new academic year.

advertisement is published through regional and national news papers along with college website. Eligible candidates are called for interview after scrutinizing the applications. A committee comprises of concerned H.O.D., senior faculty members, and experts is formed and the committee conducts the demonstration class and interview. The report of selected candidates is submitted to the Principal. Principal along with the management take final decision. Outstanding candidates are given direct appointment.

6.3.8 Industry Interaction / Collaboration

Industry interaction plays a vital role in technical education. Every year the 3rd year students are given chance for industrial tour to upgrade their knowledge and make them industry-oriented. The students have to give a presentation before the staff members of their department after the tour. Apart from this, expert talk is conducted regularly for each department by inviting well experienced people from industry. This is definitely a motivation for the students as they acquire good knowledge by interacting with the industry people.

Collaboration

The institution has got approval for sub soil exploratory testing lab. The institute also applied to DST, Govt. of INDIA to get accreditation as an institute to carry out Different research projects.

6.3.9 Admission of Students

The institute is affiliated to Biju Patnaik University of Technology (BPUT) Rourkela. Every year OJEE/JEE(Main) is conducted by the State and National agencies. The students have to appear in the above entrance test to get admission into B.Tech/MCA/M.B.A./M.Tech. Sit is allotted according to the rank obtained by the student in the entrance. The college has no role in the admission process.

6.4 Welfare schemes for

Teaching	Free bus facility, Maternity leave, casual leave, free health checkups, EPF
Non teaching	-do-
Students	Free bus facility, free health checkups

6.5 Total corpus fund generated

Rs. 167316112.00

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	BPUT, Odisha	Yes	Principal
Administrative	Yes	BPUT, Odisha	Yes	Registrar

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?

a. Action has been taken for e-evaluation from 2015-16

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

Not applicable

6.11 Activities and support from the Alumni Association

The college has its Alumni Association tends to strengthen stake holder relationship. The association actively participates in decision making and concentrates on college development. The association always takes significant role in placement activities and quality improvement of students and faculty members by creating a strong industry institution relationship. The alumnae are very much cooperative toward the development of college.

6.12 Activities and support from the Parent – Teacher Association

The institution has a Parent-Teacher cell. One of the faculty member is the coordinator of the cell. Meeting is conducted every month. Parents are informed about the progress of their wards in the meeting. Various good Suggestions also come from the parents to improve the academic system.

6.13 Development programmes for support staff

The institution implements number of development programmes for staff which includes:

- Weekly faculty development programme is conducted where one faculty member presents a topic of her/his interest.
- Every year each department organises National Seminar.
- Both Teaching/Non-teaching are encouraged to continue higher study as well as short term courses.
- Faculties are given enough scope to publish papers in peer reviewed journals, present papers in
- National/International events publish books, etc.
- Office automation training is provided for office staff.

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

Energy conversion
Use of renewable energy
Water harvesting
Check dam construction
Efforts for carbon neutrality
Plantation

Criterion – VII

7. Innovations and Best Practices

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

The institution introduced number of innovative approaches such as cultural function quiz, debate and sports competition and other curricular and extracurricular activities during the last academic year:

- The college has many professional bodies like ISTE students' chapter, IE students' chapter. All the 1st year students of all discipline became the member of these societies.
- Students of each department have gone for industrial visit and interact with industries and undergo in-plant training. So that they can get practical knowledge about their subjects.
- Computer Science, MCA, Civil Engineering, Mechanical Engineering and MBA department invited eminent academicians and industrialists for guest lectures.
- Civil Engineering and Basic Science & Humanities Department organised national seminars.
- MBA department organized a inter college quiz competition "Brain Bowl" for students.
- ISTE conducted Ramanujam Mathematics quiz competition for faculty members.

- ISTE also conducted “**ABYSSAL TALENT FIESTA**” competition for students of each branch.
- ISTE conducted a programme on “MIME” act organised by SPIC MACAY association both for students and faculties
- College organized Annual Function “Radiance-2015” for students which consists of different cultural events.

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

- a. More numbers of clubs has added to improve attendance of the students, improve team work, leadership, attitude, societal involvement of the students & faculty members.

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

- (a) Encouraging faculty members for research by providing appropriate infrastructure and resources.
- (b) Helps the students who have financial problems by providing scholarships.
- (c) Teacher-Parent cell.
- (d) Mentor-Mentee system.
- (e) Use of educational aids such as LCD, OHP, Model, CD.
- (f) Facilitates digital library.
- (g) EDP for self-employment.

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

7.4 Contribution to environmental awareness / protection

- a. Organizing Environmental Awareness camp
- b. Tree plantation inside & outside campus area

7.5 Whether environmental audit was conducted? Yes No

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

Strength

- Committed Faculties For teaching & learning process

Weakness

- Since it is an upcoming institution the input of students is below average which is difficult to make them fit for use.

Opportunities

- Different Summer Training Programmes and short term courses are organized.
- Faculties are provided to Attend National and International seminar and conferences.

Threats

- Institutes Need few more year to get more funds from the agencies like DST, AICTE, UGC to upgrade the laboratories at par with developed institute.

8. Plans of institution for next year

- a. Technology up gradation like making the campus Wi-Fi.
- b. Campus beautification.
- c. Installation of center of excellence laboratory in each department

Name: Ms. Jui Pattnayak

Asst. Prof. CSE Dept.

Signature of the Coordinator, IQAC

Name: Dr. Bimal Sarangi

Principal

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
