

DORANDA COLLEGE RANCHI

(A Constituent Unit of Ranchi University Ranchi)

Internal Quality Assurance Cell (IQAC)

Submission of
Annual Quality Assurance Report (AQAR)

2013-14



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

Submitted by:



Doranda College, Ranchi

Jharkhand-834002

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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)

2013-14

1. Details of the Institution

1.1 Name of the Institution

DORANDA COLLEGE DORANDA

1.2 Address Line 1

OPP. SRI KRISHNA PARK

Address Line 2

NEAR – A.G. MORE, DORANDA

City/Town

RANCHI

State

JHARKHAND

Pin Code

834002

Institution e-mail address

principal.dorandacollege@gmail.com

Contact Nos.

09006490622

Name of the Head of the Institution:

Prof. V. S. Tiwari

Tel. No. with STD Code:

0651-2902800

Mobile:

09006490622

Name of the IQAC Co-ordinator:

Dr. B. K. Mandal

Mobile:

08102619982

IQAC e-mail address:

iqac.dcr@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 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)

EC/36/035 dated 20-05-2005

1.5 Website address:

<http://www.dorandacollege.com>

Web-link of the AQAR:

<http://www.dorandacollege.com/uploads/images/AQAR2013-14.pdf>

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	C+	64	2005	2010
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

04/05/2012

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 _____ (DD/MM/YYYY)4
- 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)

Vocatioanl Course (BCA, BBA, B.
SC – IT, OMSP, TTM)

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

RANCHI UNIVERSITY, RANCHI

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

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="No"/>	Any other (<i>Specify</i>)	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="04"/>
2.3 No. of students	<input type="text" value="10"/>
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="03"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="31"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>

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

2.14 Significant Activities and contributions made by IQAC

Enhancement in teaching-learning process and research work.

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
Renovation of classrooms, laboratories & libraries	Yes
Introduction of dress code and identity cards for students	Yes
Installation of water cooler, water purifier and water dispensers	Yes

* 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

- RUSA application for up-gradation of model college
- Application for Community College Course
- Application for B.Ed Course

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	19	0	05	0
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	19	0	05	0
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	√

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

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

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

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

Through Ranchi University

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	50	36	14	0	

2.2 No. of permanent faculty with Ph.D. 38

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
		02		0						

2.4 No. of Guest and Visiting faculty and Temporary faculty 16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	05	0
Presented papers	0	0	0
Resource Persons	-	-	-

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

- Problem solving, Project Assignments , Seminars, Debates, Workshops, Group Discussions, Experiential learning to reinforce the fundamentals of the subject

2.7 Total No. of actual teaching days during this academic year 159

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

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

2.10 Average percentage of attendance of students 82%

2.11 Course/Programme wise

distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA III	974	0.8%	35%	50%	1%	87%
B.SC III	210	3%	08%	60%	3%	74%
B.COM III	545	1%	25%	50%	1%	77%
VOCATIONAL	147	10%	60%	20%		90%

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

- It monitors and supervise the Teaching & Learning processes
- Teacher's study materials [soft copy-power point/PDF presentation] are shared with students (Vocational Courses)
- Teaching faculty and students are encouraged to use latest technology such as LCD Projector, internet, etc., in the teaching learning process.
- Use of ICT in teaching. Presentation and Interactive sessions of students, Guest Lectures, Soft skill training programs

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	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

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	35	0	0	05
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes faculty members to registers PH.D degrees. Special leaves are sanctioned for course work, conferences and seminars. It also motivates the departments to organize Seminar, Workshop, Special Lectures, Training Programs and interactions with eminent Academicians, researchers and policy makers.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	02	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

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	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

Autonomy CPE DBT Star Scheme
 IN 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					
Sponsoring agencies					

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
	2	4				

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: 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"/>	College forum	<input type="text" value="0"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="03"/>	Any other <input type="text"/>

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

- NSS Annual camp,
- World Environment Day
- Flood Relief Camp
- Blood Donation Camp
- Women health and social awareness programme
- Quiz Competition
- Annual sports, staff cricket match

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	4.02 acres			
Class rooms	36			
Laboratories	09			
Seminar Halls				
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 (02 Computer Purchase)	59350.0			

4.2 Computerization of administration and library

Library and administration are computerized, the entire campus is Wi-Fi enabled. Orientation /training programmes are organized from time to time for technology up-gradation of the teachers and students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38545	5531319	0	0	38545	5531319
Reference Books						
e-Books						
Journals	54		25		79	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	28	Yes	Broadband		11	01	
Added	65	60	Yes			02	0	
Total	100	88	Yes			13	01	

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

- Computer, Internet access to all vocational students, and Staffs.
- Teachers and students are encouraged to attend orientation/training programs for technology up-gradation.

4.6 Amount spent on maintenance in lakhs:

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text"/>
iii) Equipments	<input type="text"/>
iv) Others	<input type="text" value="59350.0"/>
Total:	<input type="text" value="59350.0"/>

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The prospectus contains information about the vision and mission of the college, courses of study, fee structure, infrastructural and other facilities, rules and regulations of the college, anti ragging rules and committees, details of co-curricular activities etc. It also gets the college website regularly updated. Information regarding any new event or programme is also put up on the notice board of the college.

5.2 Efforts made by the institution for tracking the progression

- Feedback from all the stakeholders
- Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Besides the course teachers, each class has a class teacher and each student has a mentor, whom the students can approach for academic and personal counselling.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2824	-	-	-

(b) No. of students outside the state

130

(c) No. of international students

NA

Men	No	%	Women	No	%
	1597	57		1227	43

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1382	150	813	778	-	3123	1222	322	640	640	-	2824

Demand ratio 1:2

Dropout % =1%

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

NA

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- A regular counsellor in the college campus is available for students at any time
- Subject specialization, seminar, aptitude, soft skills

No. of students benefitted

5.7 Details of campus placement: NA

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

- Women Cell and NSS also take the lead in organizing programs for gender sensitization from time to time.

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	791	
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:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: The vision of the institution is the advancement of learning, knowledge, critical thinking and empowerment of women, especially of the under privileged class

Mission:

To empower our students to recognize and optimize their full potential; by fostering a family environment where educational, social, cultural, ethical and emotional needs are addressed through a holistic program, offered with the partnership afforded by staff, students and the community at large, to provide world-class education.

6.2 Does the Institution has a management Information System

Yes, the management information system performs regular feedback analysis through IQAC meetings and meetings of the Principal with the Head of the Departments and also with the Staff committee.

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

6.3.1 Curriculum Development

Curriculum is followed as prescribed by Ranchi University, Ranchi. The institution decides teaching methodology, internal exams and work order.

6.3.2 Teaching and Learning

Feedback, Remedial Class, Well Stocked Library, ICT, Innovative practices in teaching, seminars, Faculty members are motivated to design contemporary, skill based and Value-added courses. Training sessions for the faculty are conducted to enhance their teaching skills.

6.3.3 Examination and Evaluation

Regular internal examination, class test, selection tests are conducted from time to time

6.3.4 Research and Development

Workshops, seminars, conferences are conducted; Orientation and Refresher programs are attended by faculty, Encouraged faculty to apply for MRP, Presentation of research output by faculty

6.3.5 Library, ICT and physical infrastructure / instrumentation

Regular meeting of library committee, Internet, Wi-Fi

6.3.6 Human Resource Management

NA

6.3.7 Faculty and Staff recruitment

NA

6.3.8 Industry Interaction / Collaboration

Institute interaction, industry experts are invited to take workshops

6.3.9 Admission of Students

Merit based admission following a set of rules and procedure prescribed by the institution.

6.4 Welfare schemes for

Teaching	Provident Fund
Non teaching	Provident Fund
Students	Freeship and Fee concession for underprivileged students

6.5 Total corpus fund generated

Nil

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	A.G	Yes	R.U
Administrative	Yes	A.G	Yes	R.U

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?

University ensures timely delivery of question and answer booklets. Examinations are conducted on time in order to maintain the session

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

Decisions regarding work plan, routine, infrastructure, dress code and discipline on campus

6.11 Activities and support from the Alumni Association

Interaction with present students, sharing of knowledge, experience, suggestions, etc

6.12 Activities and support from the Parent – Teacher Association

Regular meetings held, student counselling and problem solving, Parents feedback, Focused on improvement area of students.

6.13 Development programmes for support staff

No

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

E-Waste Management, Hazardous waste management, Energy Conservation, Water harvesting, (Recycling), 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 College is working towards making the campus, Eco-friendly with the help of NSS and other units of the Institute
- Women grievance Cell, ICT Applications,
- Issue of I-Cards to the students
- Projects/internships undertaken at the UG level

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

- Computer and Internet access to Vocational Students
- Up-gradation of library and class rooms
- Up-gradation of physical infrastructure including the Dress code for vocational students
- Enhanced research output

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

- Course Hand-Out and Use of Power Point Presentations
- Performance Appraisal of Teachers

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

7.4 Contribution to environmental awareness / protection

- Plantation programmes undertaken by NSS and other units of the college from time to time in college campus as well as other localities.
- NSS & Rotaract activities are based on environmental awareness

7.5 Whether environmental audit was conducted? Yes No

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

Strengths

- Situated in Jharkhand which has a promising growth trajectory. The college itself is located on a sprawling campus with sufficient area which can be developed further
- Well equipped library
- All courses are affiliated to Ranchi University and the college is NAAC accredited

Weaknesses

- There is shortage of *middle level faculty* members
- *Planned* faculty development, technical and support staff development and training are needed to be implemented
- Smart classes need to be incorporated

Opportunities

- Tremendous scope for increasing the proportion of the *female students*
- The growth of the state in the future- particularly its industrial sector which will require skilled manpower
- Increasing the environment of education among the SC/ST and OBC which are in huge nos. in the college

Threats

- *Sudden growth* of technical education and no corresponding change in school Education
- Rapidly changing policies as well as demands of the economy which leads to course content becoming redundant and obsolete very rapidly
- To expand Alumni Association

8. Plans of institution for next year

- Issue I-Card (Smart Card) for All Student and Staff
- Plan to introduce dress code for all students
- Planning to arrange 'Students Conference' to motivate students for research work
- Self appraisal by faculty, Teaching Aids Workshop, Educational Excursion, 100% student feedback, Regular monitoring of students attendance.

Name: Dr. Barun Kumar Mandal



Signature of the Coordinator, IQAC

Name: Prof. V.S. Tiwari



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
