

**ANNUAL
QUALITY ASSURANCE
REPORT
(2014-2015)**



INTERNAL QUALITY

ASSURANCE CELL

**LAXMINARAYAN COLLEGE
JHARSUGUDA
ODISHA
PIN: 768202**



e-Despatch (for official use only)			
Government of Odisha			
WEB :	No <input type="checkbox"/>	Yes <input type="checkbox"/>	
Fax:	<input type="checkbox"/>	e-Mail <input type="checkbox"/>	SMS <input type="checkbox"/> Local <input type="checkbox"/>
RSP:	<input type="checkbox"/>	SP <input type="checkbox"/>	CP <input type="checkbox"/> SM <input type="checkbox"/>

OFFICE OF THE PRINCIPAL
LAXMINARAYAN COLLEGE

JHARSUGUDA,
(NAAC ACCREDITED WITH 'B' GRADE)
PO-K.M.ROAD, JHARSUGUDA-2
ODISHA, 768202
Estd :-1969

06645-270044 (O)
06645-270325 (FAX)
9861245750(M)

Web Site : - www.lncjharsuguda.org
e-mail ID- lncollege.jsg@gmail.com

DECLARATION

Laxminarayan College, Jharsuguda stepped into a new phase of recognition with the institutional accreditation by National Assessment and Accreditation Council (NAAC) in March 2009. As per the recommendation of the Peer Team and Provision of NAAC, the College took initiative in establishing an Internal Quality Assurance Cell and named that as Academic Committee. The Academic Bursar has been playing the role of the IQAC co-ordinator. The HODs of the UG departments, Governing Body President, one or two local society representatives and the elected members of the Students' Union had been constituting the Committee. The quality improvement has been the agenda in each meeting and quality has been assured by adopting different quality measures and best practices. The College has been sending the Annual Reports to the Sambalpur University. As per the revised guidelines of IQAC by NAAC and Department of Higher Education, Govt. of Odisha Letter No.17042, dt.03.08.2015, the IQAC of L.N. College, Jharsuguda has been formed (Annexure – II). With due modification to the previous letters, Dr. S.M. Purohit, Dept. of English has been nominated as the co-ordinator of IQAC, w.e.f dt.25.01.2016

This college is applying for the 2nd Cycle of institutional accreditation by NAAC. As a pre-requisite to that we have been sending herewith, the AQAR of 2014-15, along with the Annual Reports of 2011-12 and 2012-13 sent to the University (Annexure-IV). We will send the AQAR of 2015-16 in the due course of time.

We are embarking on the path of progress and quality enhancement. We shall be at our goal with three bold E^s, i.e., Effort, Enthusiasm and Entrepreneurship. As our motto is "Coming together is beginning, working together is success and living together is progress", we have learnt to labour and to wait.

We shall be ready for the assessment.

Thanking you.

Yours


Principal
Laxminarayan College,
Jharsuguda
JHARSUGUDA

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Part – A

AQAR for the year (*for example 2014-15*)

2014-2015

I. Details of the Institution

1.1 Name of the Institution

LAXMINARAYAN COLLEGE

1.2 Address Line 1

KALI MANDIR ROAD, JHARSUGUDA

City/Town

JHARSUGUDA

State

ODISHA

Pin Code

768202

Institution e-mail address

Incollege.jsg@gmail.com

Contact Nos.

9861245750

Name of the Head of the Institution:

PROF VIJOY BAHADUR SINGH

Tel. No. with STD Code:

06645-270044, 06645-273025

Mobile:

9861245750 (Principal)

Name of the IQAC Co-ordinator:

DR. SWARNAMAYEE PUROHIT

Mobile:

9861629310

IQAC e-mail address:

Inciqac.jsg@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ORCOGN13821

1.4 NAAC Executive Committee No. & Date:

EC/48/A&A/25/Dt.8th March 2009

1.5 Website address:

www.lncjharsuguda.org

Web-link of the AQAR:

www.lncjharsuguda.org/AQAR2014-15.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.31	2009	5 years

1.7 Date of Establishment (Functional) of IQAC: DD/MM/YYYY

21/03/2014

(Activated and reconstituted w.e.f Dt.15/10/2015 as per the DHE, Govt of Odisha Letter No.17042, dt. 03/08/2015)

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))

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	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.10 Type of Faculty/Programme

Arts	<input type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>
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1.11 Name of the Affiliating University (*for the Colleges*)

SAMBALPUR UNIVERSITY, SAMBALPUR

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

NA

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="05"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>
2.11 No. of meetings with various stakeholders:	
	No. <input type="text" value="08"/> Faculty <input type="text" value="05"/>
Non-Teaching Staff /Students	<input type="text" value="02"/> Alumni <input type="text" value="01"/> Others <input type="text" value="00"/>

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

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
a. Lesson Plan b. Progress Register c. Proctorial group d. Monthly Tests e. Observation of national days and anniversaries	a. Courses completed by all depts. by the end of January. b. Four Seminars by each department. c. Satisfactory result from Months test. d. Doubt clearance in extra classes e. Talks were delivered by the guests and students were encouraged to speak.

* Attach the Academic Calendar of the year as Annexure. (Note: The College adheres to the Common Minimum Standard(CMS) prescribed by the DHE, Odisha) Annexure – III.

2.15 Whether the AQAR was placed in statutory body: Yes No
 Management Syndicate Any other body (Staff Council)

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	x	x	x	x
PG	x	x	x	x
UG	03	00	00	00
PG Diploma	x	x	x	x
Advanced Diploma	x	x	x	x
Diploma	x	x	x	x
Certificate	x	x	x	x
Others	x	x	x	x
Total	03	00	00	00
Interdisciplinary	x	x	x	x
Innovative	x	x	x	x

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

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	03

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

Mode of feedback : Online Manual

**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.

Syllabi have been revised by Sambalpur University.
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- 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	Lecturers	Sr. Lecturers	Readers	Others
35	28	NIL	07	NIL

2.2 No. of permanent faculty with Ph.D.

05

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

Lecturers		Sr.Lecturers		Readers		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	28	00	NIL	00	00	00	-	-	28

2.4 No. of Guest and Visiting faculty and Temporary faculty

12	12	06
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	12	12
Presented papers	0	NIL	NIL
Resource Persons	0	NIL	NIL

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

<ol style="list-style-type: none"> 1. Academic Calendar of institution is prepared on the basis of the CMS prescribed by the DHE, Odisha before the commencement of the session for teachers and students to get information about number of working days, holidays, Examinations. 2. Lesson-plan 3. Progress Register countersigned by HOD and Principal monthly. 4. Principal and HOD meetings regarding progress. 5. Interactive learning facilities 6. Inter- departmental interactions 7. Industry- academia interactions 8. Use of PPTS 9. Projects by students 10. Student- teacher interaction within the class and outside of the class 11. Counseling and group discussions 12. Parent-teacher meetings 13. Evaluation report of the performance of students

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

231

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

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

01	0	0
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2.10 Average percentage of attendance of students

78

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
+3 Arts(P+H)	52					55
+3 Sc. (P+H)	106					62
+3 Com.(P+H)	86					60

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

- a. Organises programme to enhance the competency of the staff.
- b. Organises programme for students on value based education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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	07	11	NIL	01
Technical Staff	07	07	NIL	03

Criterion – III

3. Research, Consultancy and Extension

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

1. A Research committee under the guidance of IQAC meets periodically to discuss current research trends & issues.
2. The IQAC encourages the departments to organize seminars and symposia to develop a research attitude among faculty members and students.
3. It also encourages the faculty members to do PhD works by availing minor research projects from UGC and other funding agencies.
4. Adequate infrastructural support such as library and laboratory facilities is provided.
5. Internet and computing facilities are available.
6. IQAC motivates the faculty for writing and publishing research related articles and publication of the same in different journal/periodicals etc. and in the college online journal.
7. Duty leave is granted to the faculty for attending professional Seminars, Conferences, research works and Workshops etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	NIL	NIL	NIL
Non-Peer Review Journals	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

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

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

3.9 For colleges

Autonomy	<input type="text" value="x"/>	CPE	<input type="text" value="x"/>	DBT Star Scheme	<input type="text" value="x"/>
INSPIRE	<input type="text" value="x"/>	CE	<input type="text" value="x"/>	Any Other (specify)	<input type="text" value="x"/>

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

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
00	00	00	00	00	00	00

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

00

00

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

00

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

JRF 00 SRF 00 Project Fellows 00 Any other 00

3.21 No. of students Participated in NSS events:

University level NIL State level 02
National level NIL International level 11

3.22 No. of students participated in NCC events:

University level NIL State level NIL
National level 0 International level NIL

3.23 No. of Awards won in NSS:

University level NIL State level NIL
National level NIL International level NIL

3.24 No. of Awards won in NCC:

University level NIL State level NIL
National level NIL International level NIL

3.25 No. of Extension activities organized (Football)

University forum College forum
 NCC NSS Any other
 (Active Citizenship Programme)

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

- | |
|--|
| a. Literary Programmes
b. Social action initiatives based on Science / Environment initiated by students.
c. Plantation
d. Leadership creation orientation
e. Active Citizenship Programme |
|--|

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	11.937 Acres	NIL	Industry Dept.	11.937Acres
Total Constructed area [In sq m]	9,317	----		-----
Class rooms	16	NIL	NIL	16
Laboratories	11	NIL	NIL	11
Seminar Halls	05	NIL	NIL	05
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	04	01	UGC	05
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.4084409.00	Rs.585860.00	UGC	Rs.4670269.00
Others	Ladies Hostel	Extension in the upper floor (under construction)	State Govt	-----

4.2 Computerization of administration and library

- | |
|---|
| a. College office is automated with office automation software with LAN through which the functioning of all the branches are monitored by the Principal.
b. All Library books have been displayed in our college website for students and teachers. |
|---|

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1,953	7,55,805	79	27,329	2,032	7,83,134
Reference Books	1,363	3,21,779	189	3,743	1,552	3,25,522
e-Books	00	NIL	00	NIL	00	NIL
Journals	10	20,000	00	NIL	10	20,000
e-Journals	00	NIL	00	NIL	00	NIL
Digital Database	00	NIL	00	NIL	00	NIL
CD & Video	00	NIL	00	NIL	00	NIL
Others (specify)	00	NIL	00	NIL	00	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	42	01	04	01	01	04	05	00
Added	10	01	01	NIL	01	NIL	NIL	00
Total	52	02	05	01	02	04	05	00

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

- a. All teachers are computer literate. They avail free access to computers and internet inside the college.
- b. Selected students are supplied Laptops by Govt. of Odisha every year.
- c. Students get opportunity to learn about Computer, Internet access in our IT. Lab.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1. 61,600
ii) Campus Infrastructure and facilities	11.29,324
iii) Equipments	0.25, 579
iv) Others	-----
Total:	13.16,503

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The College has Disciplinary Committee, Anti-Ragging Cell and the Cell to redress complaint against Sexual harassment of Women. These Committees take care of day to day student support as and when needed. The IQAC regularly interacts with these committees.

The IQAC renders information and support to the students on the campus. It also ensures that the students are provided with skills and competencies needed for successful competition in the employment market. Through its student representatives, the IQAC also establishes contact with the students union and ensures its proper and healthy work. The alumni members are invited to talk to the students to guide them to choose right career.

5.2 Efforts made by the institution for tracking the progression

1. Preparation of Lesson Plan and Progress Register for continuous review of teaching, learning process.
2. Academic committee decides various measures like seminar paper presentation, projects, home assignments, monthly tests.
3. The Principal convenes meetings with HODs from time to time for completion of courses and strategies for improvement of studies.
4. Regular meetings of the Staff Council are held. Teachers take care of day to day student support as and when needed through guidance and counseling, through diagnostic testing and remedial teaching and through Grievance Redressal Cell (Suggestion / Complaint box).
5. Continuous evaluation through class tests, mid-term exam and test exam.
6. Organising tutorials, workshop, quiz and group discussion
7. Regular seminar given by Teachers and Students
8. Parent-Teacher interaction
9. Monitoring students progress through counseling, problem solving and developing orientation towards education

5.3 (a) Total Number of students

UG
973

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	No	%		No	%
Men	579	59	Women	394	41

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
420	88	116	230	NIL	854	390	108	132	343	NIL	973

Demand ratio

2:1

Dropout %

1

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

a. Coaching for entry into services for the Sc/St/OBC/Minorities under the scheme of UGC
 b. Spoken English courses by English department in Language Lab.
 c. Students get guidance from teachers to prepare for competitive examinations like banking, civil services, joining in schools as teaching faculties etc.
 d. Short term training programmes were organised to develop communicative skills in students and equip them to meet the challenges of the emerging job trends.

No. of students beneficiaries 60

5.5 No. of students qualified in these examinations

NET NIL SET/SLET NIL GATE NIL AT NIL
 IAS/IPS etc NIL State PSC NIL UPSC NIL others NIL

5.6 Details of student counselling and career guidance

The Career counseling and Guidance cell of College conducts Entry into Services Programmes by sponsored institution for better career of students.

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
02	123	----	NA

5.8 Details of gender sensitization programmes

The institution sensitizes staff and students by holding discussion / conducting seminars on different emerging issues in gender discrimination. Active Citizenship Programme plays a great role in creating a positive response in students towards girls and women.

5.9 Students Activities

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

State/ University level 02 National level 00 International level 00

No. of students participated in cultural events

State/ University level 05 National level 03 International level 00

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	NIL	NIL
Financial support from government	213	Rs.9,68,240.00
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

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

- a. Social action initiatives based on Science / Environment
- b. Plantation
- c. Leadership creation orientation

5.13 Major grievances of students (if any) redressed:

1. Drinking water
2. Toilets for boys and girls

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To generate a class of intellectually sound and committed citizens who will cater to the needs of the Society and Country as a whole by way of human capital formation.

6.2 Does the Institution have a management Information System

NO

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

6.3.1 Curriculum Development

Keeping in mind the deficiencies of the students, subject experts and executives from nearby industries are invited. The multi-skill development lecturers promote the employment opportunities among students.

6.3.2 Teaching and Learning

The CMS(Academic Calendar) by the DHE, Odisha has been displayed for teachers and students to get information about working days, holidays and examinations. Each dept. prepares Lesson plan and Progress Register, countersigned by dept. heads and Principal Periodically.

6.3.3 Examination and Evaluation

The institution strictly follows the examination and valuation system of Sambalpur University which includes both Theory and Practical Examinations. The College has its own practice of organizing formative and summative assessment for development of students.

6.3.4 Research and Development

The college constantly promotes research activities and encourages teachers to take up minor research projects. The students are encouraged to prepare notes by assembling facts from different sources. They are encouraged to browse the internet and increase their knowledge about honours subjects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Efforts are being made to enhance the basic facilities like sufficient class rooms, seminar halls, smart class rooms, laboratory equipments and botanical garden for adequate teaching and learning. Planning is therefore made for providing space for indoor and outdoor games, gymnasium, and auditorium for conducting cultural activities.

6.3.6 Human Resource Management

Students are great assets for the Institution. So Human Capital formation is the guiding principle of Institution.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited by G.B. of College in proper process and send to DHE and Govt. of Odisha for approval.

6.3.8 Industry Interaction / Collaboration

Executives and CEOs from nearby industries are invited to interact with students to motivate and clarify the ifs and buts in growing mind.

6.3.9 Admission of Students

SAMS (Student Academic Management System) of Govt. of Odisha, HE, Dept. reviews the process of admission in +3. Annually Student's apply online to DHE, Odisha site for admission into different Institutions.

6.4 Welfare schemes for

Teaching	Staff- Welfare fund, GPF, EPF
Non teaching	Staff- Welfare fund, GPF, EPF
Students	Scholarships

6.5 Total corpus fund generated

From UGC, State Govt, University and other sources- Rs.4, 60, 20,522.00

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	No	No	Yes	Academic Bursar
Administrative	No	No	Yes	Administrative Bursar and Principal

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?

Sambalpur University brings reforms in exam system from time to time as per the requirement of the Syllabus.

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

Sambalpur University scrutinizes the application for autonomy of the College and send to the higher authority.

6.11 Activities and support from the Alumni Association

Alumni Association conducts activities like Blood Donation, Tree- Plantation, Annual get-together, etc.

6.12 Activities and support from the Parent – Teacher Association

PTA meets quarterly to discuss about the development of students and College.

6.13 Development programmes for support staff

Computer Training has been provided to the support staff. They are also given need based trainings on the use of the different software for effective functioning of the administration and the library. Sometimes they are sponsored to get training regarding up gradation of ICT technology in accounts etc.

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

To make the campus eco-friendly, regular cleaning of wild growth plants by NSS wings. Disposal of waste is taken special care in the campus. No Polythene zone. Biodegradable wastes are dumped for decomposition.

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.

Self-Defence Training Programme for girl students - This programme has not only improved confidence level in girls, but also created an atmosphere of safe interaction between boys and girls for a healthy educational environment in the college.

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

Annual Day, Inaugural function, Annual Sports, Staff-council meeting, PTA-meetings, Alumni meeting, Department Seminars, Monthly, Half-yearly, Annual Examinations were conducted as per the action taken.

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

1. Dress Code for the Students
2. Striving for Gender Equality and Women Empowerment

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

7.4 Contribution to environmental awareness / protection

- Environment awareness campaign for Industrial disposable products.
- Polythene free-zone.
- Tabaco free zone.

7.5 Whether environmental audit was conducted? Yes

No

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

Departments like Chemistry and a few others have a proposal to start PG course and research activities.
English and Zoology department has planned to conduct National and State level seminars.
Opening up of Add-on Courses for the development of employability of students

8. Plans of institution for next year

- Self-financing courses will be opened.
- Indoor stadium / Playground
- Surveillance Camera will be deployed in all class rooms.
- Boys' hostel will be constructed.
- Importance will be given upon the development of Physical Infrastructure (Boundary wall and playground).
- The students will be encouraged to attend classes regularly by providing them Attendance Scholarship.
- The quality of teaching will be improved by giving ICT orientation to the teachers.
- Employability skills will be instilled in students by way of providing computer training and spoken English training, by providing training for competitive examinations.
- Companies will be linked to create more job opportunities for students.

Name: DR SWARNAMAYEE PUROHIT



Signature of the Coordinator, IQAC

Name: VIJOY BAHADUR SINGH



Signature of the Principal

Annexures

- I) DHE, Government of Odisha Letter regarding the formation of IQACs in HEIs
- II) Notice regarding the formation of IQAC in the college
- III) Academic Calendar (CMS) of 2014-15
- IV) Annual Report of 2011-12
- V) Annual Report of 2012-13
- VI) Budget 2014-15.

Handwritten notes: "To SE, Duleep Acad. Authority TO act on it" and a signature.

U 20 0 1 1 0

**Government of Odisha
Department of Higher Education**

No. VII-HE-007-F4 /H.E., Dated: 03/08/2015
17042 **

From
Dr. Ajay Kumar Nayak, OAS
Joint Secretary to Government

To
The Vice-Chancellors of all State and Private Universities
The Principals all Govt./ Non-Govt. Colleges in the State

Sub: Formation of Internal Quality Assurance cell (IQAC) in HEIs

Madam/Sir,

As per the policy decision taken by UGC, all HEIs have to establish Internal Quality Assurance Cells (IQACs) for which it has decided to provide seed financial assistance. The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) & Quality Enhancement (QE) activities of the HEIs.

The IQAC shall be constituted under the Chairmanship of the head of the HEI. He/She may be assisted by a Director (in case of a University) or a Coordinator (in case of a college) who shall be a senior faculty member.

Composition of the IQAC:

- a) Head of the HEI - Chairperson
- b) Five Senior Teachers (in case of a College) or eight (in case of a University) which should include one Senior administrative official (Administrative Bursar in case of college) -Members
- c) Three external experts (in case of a University) or Two (in case of a College) on Quality Management/ Industry /Local Community -Members
- d) Director/Coordinator of IQAC - Member Secretary.

The members at (b) & (c) of the above shall be nominated by the Head of the HEI in Consultation with the academic body of the HEI (Academic Council of a University or Academic Committee of a College). The membership of such nominated members shall be for a period of two years.

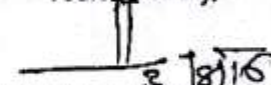
Functions of IQAC:

The IQAC should meet at least once in a 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. The IQAC must create its exclusive window on its institutional website, to regularly report on its activities, as well as for hosting the Annual Quality Assurance Report (AQAR) which should be submitted to the affiliating Universities /NAAC every year.

The details goals, functions, benefits of IQAC and eligibility for financial assistance for establishing IQAC are available in www.ugc.ac.in.

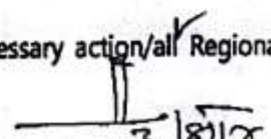
Hence, all the HEIS are requested to please establish IQAC in their respective Universities/Colleges in view of NAAC Accreditation under intimation to this office through e-mail ID: sptc.hed@gmail.com within a month i.e., by 20.8.15 positively to take further action at this end.

Yours faithfully,


Joint Secretary to Government

Memo No.: 17043(4)/HE, Dated: 13/08/2015

Smadhu Copy forwarded to the Director, HE for information and necessary action/all Regional Directors of Education for information and necessary action.


Joint Secretary to Government



e-Despatch (for official use only) Government of Odisha					
WEB :	No <input type="checkbox"/>	Yes <input type="checkbox"/>			
Fax <input type="checkbox"/>	e-Mail <input type="checkbox"/>	SMS <input type="checkbox"/>	Local <input type="checkbox"/>		
RP <input type="checkbox"/>	SP <input type="checkbox"/>	OP <input type="checkbox"/>	SM <input type="checkbox"/>		

OFFICE OF THE PRINCIPAL
LAXMINARAYAN COLLEGE

JHARSUGUDA,
(NAAC ACCREDITED WITH 'B' GRADE)
PO-K.M.ROAD, JHARSUGUDA-2
ODISHA, 768202
Estd :-1969

06645-270044 (O)
06645-270325 (FAX)
9861089302(M)

e-mail ID- lncollege.jsg@gmail.com

No. 1504

Date 15.10.15

As per H.E. Department, Govt. of Odisha Letter No.17042, dt.03.08.2015, Internal Quality Assurance Cell in L.N. College, Jharsuguda is formed as per the guidelines provided.
Composition of IQAC -

1. Head of the HEI / Principal – Chairperson
2. Five Senior teachers as members
 - i. Sri N. Pati, Reader & HOD, Dept. of Hindi
 - ii. Smt. B. Padhee, Reader in English
 - iii. Dr. S. Panigrahi, Reader in Zoology & Adm. Bursar
 - iv. Dr. S.S. Patel, Lect. & HOD, Dept. of Odia
 - v. Sri B.B. Bhanja, Lect. In Hindi
3. Two external experts
 - i. Sri Himansu Badpanda, CA, Jharsuguda.
 - ii. Sri Srikara Bhoi, Lect. In Odis, B.N. College, Brajrajnagar
4. Co-ordinator, IQAC – Sri S.K. Dubey, Lect. In English

Memo No. 1505 / Date 15.10.15

Copy to Persons Concerned / Office Copy for information.


Principal
Laxminarayan College,
Jharsuguda
JHARSUGUDA


Principal
Laxminarayan College,
Jharsuguda
JHARSUGUDA

Government of Odisha
Department of Higher Education

No. 14692 HE, Date 2-7-14
VIII-HE-COOD-PG-0005/13(pt)

From:

Sri Durga Prasad Behera, IAS
Additional Secretary to Govt.

To

The Principals (Both Degree Colleges & Junior Colleges)
All Govt. / Non Govt. (Aided – 488 & Block Grant – 662)
Autonomous Colleges of the State.

Sub : Implementation of "Common Minimum Standard" (CMS) Guidelines, 2014-15.

Ref : (i) VIII- HE-COOD-PG-0029/12-19389/27.07.12
(ii) VII-HE(P) 14/2012-23733/HE/26.09.12

Madam / Sir,

In continuation to the above letters, I am directed to say that the detailed explanation on "Common Minimum Standard" (CMS) is enclosed herewith for your kind knowledge and strict implementation. Any deviation from this will be viewed seriously.

This is for your kind information and necessary action.

Yours faithfully,

Memo No. 14693(4) HE, Dated 2-7-14 Additional Secretary to Govt.
Copy forwarded to the Director, Higher Education, Odisha/ All Regional Directors of Education for information and necessary action. Director Higher, Education is requested to circulate the same among all concern.

Memo No. 14694(5) HE, Dated 2-7-14 Additional Secretary to Govt.
Copy forwarded to the Registrar, Utkal University / Berhampur University / Sambalpur University / Fakir Mohan University / North Odisha University for information and necessary action.

Memo No. 14695(6) HE, Dated 2-7-14 Additional Secretary to Govt.
Copy forwarded to Chairman, Council of Higher Secondary Education, Odisha/ Accountant General, Odisha, Bhubaneswar for information and necessary action.

Memo No. 14696 HE, Dated 2-7-14 Additional Secretary to Govt.
Copy forwarded to All DLCs for information and necessary action.

Additional Secretary to Govt.

GOVERNMENT OF ODISHA
Department of Higher Education

Common Minimum Standard (CMS) Guidelines, 2014-15

[The following guidelines shall be strictly followed by all Govt. / Non Govt. (Aided/Block Grant)/Autonomous Colleges of the state)

1. Common Academic Calendar : 2014-15

Sl #	Subject	Time Line
i.	Reopening of College after Summer Vacation of 2013-14	23.06.2014
ii	Admission + 2, 1 st Year + 3, 1 st Year	07.07.2014 to 30.07.2014 14.07.2014 to 05.08.2014
iii.	Commencement of Classes +2, 2 nd year +3, 2 nd Year +3, 3 rd Year P.G., 2 nd Year +2, 1 st Year +3, 1 st Year P.G. 1 st Year	26.06.2014 - do - - do - - do - 01.08.2014 07.08.2014 To be notified by respective Colleges/Dept.
iv	College Students' Union Election	Election to students' Union & other societies will be held on one day for all colleges and universities in a single date to be fixed by the Govt.
v.	Puja Vacation	01.10.2014 to 08.10.2014
vi	Test / Semester End Examination + 2, 2 nd Year +3, 1 st year +3, 2 nd Year +3, 3 rd Year P.G. 1 st year P.G. 2 nd Year	2nd Week of December, 2014 - do - - do - - do - - do - - do -
vii	X- Mass Holiday	25 th December 2014
viii	Annual Sports / Cultural Week	05.01.2015 to 20.01.2015
ix	Filling up of forms for CHSE(O) / University Exam	As notified by CHSE(O) / Concern University / Autonomous Colleges
x	Commencement of CHSE(O) / University Exam	As notified by CHSE(O) / Concern University / Autonomous Colleges
xi	Annual College Examination for +2 1 st year classes	3 rd week of April, 2015 onwards
xii	Publication of Result AHS Exam – 2015 +3 1 st /+3 2 nd / +3 3 rd Degree University Exam PG 1 st Year/PG 2 nd Year	Before 10 th June -2015 Within 45 to 60 days from the date of last Theory Examination
xiii	Total No. of Holidays	72 days, excluding Sundays
xiv	Total No. of Reserve Holidays	Maximum 2 days
xv	Total No. of Teaching Days	Minimum 180 days
xvi	Summer Vacation	11 th May to 18 th June 2015

(N.B : - The above time line may be modified by the Government as and when required)

2. Admission:

- (i) All admission into +2 and degree classes shall be done strictly as per e-admission procedure and datelines announced by the Govt.
- (ii) As per Govt. letter No. 27546 dt. 14. 09.2009 and Letter No.6383 dt.11.03.2014, tuition fees and other related fees, examination fees, certificate fees shall be exempted for the disabled students those who are Blind and use Braille for studies / hearing impaired and dumb/ Orthopedically handicapped with disability of more than 75%.

3. Time Table:

Time table shall be prepared by each college as per the following guidelines and uploaded in e-space:

Sl. No.	Subject	
i	Duration of one period of general class	45 Min
ii	Duration of one period of practical class	3 × 45 Min (3 periods)
iii	No. of students in a section	128
iv	No. of Students in a Practical group +2 Class +3 Class	Maximum 32 16
v	No. of general classes in each subjects of + 2 stream : English / MIL (having affiliation)/Elective Subject Yoga / Environmental Education/ Basic Computer Education	Weekly = 04 periods & Yearly Minimum 80 periods Weekly = 01 periods & Yearly 30 periods
	No. of practical classes per week for each group	Weekly= 01 practical period & Yearly minimum 20 periods
	No. of General / practical classes per week in +3 / P.G classes	As prescribed by concern universities

- vi. One teacher shall be allotted maximum 25 periods per week, provided that, additional posts shall be admissible only as per the work load and yardstick prescribed for Govt./Non-Govt. colleges .
- vii. All teachers shall be assigned classes on every working day of a week.
- viii. Names of teachers should be reflected in the time table against respective classes allotted.

4. Lesson Plan & Progress Register:

- i. Lesson plan as per the syllabus shall be prepared by each teacher for the papers / units allotted to him/her. It should be reflected in the "Lesson Plan-cum-Progress Register" of the department.
- ii. Progress of syllabus shall be maintained by each teacher in the individual "Lesson Plan-cum-Progress-Register". A model format for printing progress register was annexed as "Annexure A" in the letter No. 19389/HE/27.07.12. It should be strictly followed by each teacher. The progress register shall be signed by the Principal on last working day of every month.

5. Students' Attendance:

- i. Students' attendance shall be maintained by each teacher in each class and put his/her full signature with date.
- ii. The common practice of maintaining students' attendance as given below:

A format for the same is given below:

Roll no.	Name	02.09.13	03.09.13	04.09.13	05.09.13
1A11001	A. Mohanty	1	2	3	4
1A11002	P. K. Panda	1	X	2	X
1A11003	G.M. Marandi	1	2	X	3
Full Signature of Teacher					

- iii. For every absent a 'X' mark shall be given and the present total attendance shall be recorded.
- iv. Students' attending less than 75% classes up to the end of each month shall be warned through a notice, notified in the college notice board specifying the % of attendance.
- v. Parents of such students should be intimated by registered post at the end of September and December of each year.

6. College Examination / CHSE, University Exam and Question Bank:

- i. CHSE (O)/University question & answer scripts patterns should be followed in Annual and Test Examinations conducted by colleges.
- ii. The valued answer scripts should be preserved till CHSE (O)/University examination of the same admission batch.
- iii. Subject wise question bank for +2, +3 and P.G. classes may be made available to student. Sets of questions may be prepared by the teachers and preserved in the library for reference of students.
- iv. For +2 classes Question Bank will be developed by CHSE (O).
- v. Necessary steps be taken for safe custody of question papers / answer scripts of CHSE / University Exams.
- vi. Eligible staff members, those who are regular employees of govt. colleges or GIA/Block Grant employees of non-govt. colleges shall be given preference for appointment as invigilators / examiners / other exam duties in CHSE / Univ. Exams.

A common assignment programme for such duties shall be notified by the concern Principal and intimate the same to all concern properly.

7. Conducting Departmental Seminars :

- i. Seminars on Honors subjects may be conducted at the end of every week/month.
- ii. The participation of the concern students' in the seminar is mandatory.

8. Library, Laboratory and Common Infrastructure Facilities:

- i. Every college should have adequate library facilities with sufficient text books, reference books and journals.
- ii. The separate laboratories for +2, +3 and PG classes of practical subjects should be well equipped with required furniture, equipment and chemicals etc. as per syllabus.
- iii. Library books, furniture, equipment and chemicals shall be preferably purchased at the beginning of the academic session in one lot and stock registers (separately for College fund and UGC Fund) be maintained with articles in alphabetical order. The stock register shall be updated at the end of academic session.
- iv. Regular govt. or GIA/Block Grant non govt. college employees shall be the custodian of assets of the concern dept.

- v. Adequate infrastructure for general classes, students and staff common room, office, lavatory, drinking water facility etc., be made available properly.
 - vi. The college campus should have wall boundary.
 - vii. Every college should have at least one computer, printer with internet facility.
 - viii. The status of the buildings should be supervised and certified by an Engineer not below the rank of Asst. Engineer in the beginning of every session. Necessary action should be taken for demolition/repairing of unsafe buildings or structures.
- 9. Time schedule for work of ministerial (Clerical Grade) staff:**
- i. Time schedule as prescribed in the employees' charter (SANKALP) shall be strictly followed by ministerial staff of the college.
 - ii. All ministerial staff of the college shall be assigned specific works / section to deal with.
 - iii. Application from staff, students (for admission, issue of CLC/TC or any other grievance) and guardians etc./letters from Higher Education Department / DHE or any other institutions shall be registered in the diary register and acknowledgement shall be given to the applicant. As e-despatch system has been already introduced by the Govt., the letters from the Govt., DHE, RDE, CHSE, University etc. should be verified everyday and downloaded from the concern websites.
 - iv. The activity of each section shall be displayed for the information of students' and guardians.
 - v. Subject wise applications shall be marked by the Principal to concern ministerial staff for preparation of notes / compliance report etc. within specified timeline.
 - vi. All financial, CHSE/ Univ-Exam matters, service matters of staff shall be preferably assigned to regular staff of govt. colleges and GIA / Block grant staff of non-govt. colleges. In case of availability of more than one such ministerial staff, financial matter shall not be assigned to one staff more than 03 years at a stretch and he/she shall not be resumed within next 03 years also.
- 10. Financial and Service Matters:**
- i. All purchase for the college / departments should be done with due procedure preferably in the beginning of the academic session under the supervision of the purchase committee and a regular govt. / aided non govt. employee of the concern department.
 - ii. Payment against purchase should be made within specified time from the date of supply through RTGS / NEFT /account payee cheque .
 - iii. Cash Book & DCR should be maintained properly.
 - iv. Daily collection shall be deposited in the college account on the same day as far as practicable and cash in hand should be avoided.
 - v. The Cash Book and the Pass Book of the college account should be commensurate with each other on the last day of every month and the financial year also. Cheques issued, but actually the amount not encashed from the account against it shall not be considered for this purpose.
 - vi. All accounts of the college should be audited by appropriate auditing agency for every financial year.
 - vii. Salary of regular and aided (GIA/ Block grant) employees of govt. & non govt. Colleges respectively shall be paid only through account transfer mode.
 - viii. Service books in duplicate & CCR/ACR of the above category of employees shall be maintained and updated every year.
 - ix. Any type of leave availed by these employees as per leave rule shall be sanctioned immediately after his/her joining in duty.
 - x. No unauthorized fees/fines shall be collected from the students, without approval of the Govt. or concern governing body. Non govt. colleges shall not enhance fees

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without sufficient reason. No fees shall be enhanced, once the process of admission for an academic session is announced.

- xii. Subject combinations as per university rules shall be prepared by concern colleges, so that minimum work load is depicted and maximum number of students are accommodated in minimum no. of subjects.
 - xiii. In case of Block grant employees of Non-Govt. aided colleges, common principle shall be adopted for all such employees while extending EPF benefit and college share of salary above block grant amount sanctioned by the Govt.
 - xiv. For passing any bill for payment, the sign. of all concern members of the Co-curricular and extra-curricular committee / H.O.D. of the Dept. etc. as the case may be shall be mandatory.
 - xv. No additional remuneration shall be paid to teaching and non-teaching staff, except Admissible for NSS/NCC/CHSE or University exam etc.
- 11. Co-curricular and Extra Curricular Activities:**
- i. Colleges should organize Annual Sports, Annual Cultural Week Celebration, Science Exhibition, Essay & Debate Competitions etc. among the students to develop their extracurricular activities.
 - ii. Colleges having NCC/NSS/YRC/Rovers & Rangers Units should encourage the students to participate in such activities and proper functioning of units be focused.
 - iii. All records related to above shall be properly maintained.
 - iv. All the teaching staff of the college, those who are regular employees of govt. colleges / aided employee of non-govt. colleges shall be assigned co-curricular and extra curricular duties in different teams headed by senior most of the team and others as members.
 - v. The work of such teams shall be reviewed by the Principal in the staff council meeting in frequent intervals in which the attendance of all the members of the teams is mandatory. For lapses, the head and members of respective teams shall be held responsible.
 - vi. Anti-ragging cell, sexual harassment redressal cell, career counseling cell, discipline committee etc. should be constituted along with teams for other co-curricular and extra curricular activities.
 - vii. Special attention should be given for discipline and security of hostel and college campus of women's college.
 - viii. Activities affecting security and privacy of students in hostel and college campus women's college shall be strictly prohibited.
- 12. Preservation of records & assets:**
- i. A master date base register to enlist all the registers, records, files used and by different departments, library, office etc. shall be maintained.
 - ii. The master database register and G.B. resolution books shall be kept by the Principal only in case of Govt. & Non. Govt. aided colleges. For missing/damage/any tampering of these, the concern Principal shall be held responsible.
 - iii. All files and registers shall be numbered serially and acknowledgement of the custodian should be obtained in the master data base register.
 - iv. Annual stock verification of office/Library/Departments should be conducted at the end of the Session.
- 13. Updation of data through on-line SIP, CIP, CMS formats**
- i. As per Govt. Letter No. 23733 dt. 26.09.2012, data should be updated regularly in respect of teaching and non teaching staff, infrastructure financial position of the college and fulfillment of CMS norms.

13. UGC Grant and NAAC Accreditation

- i. Every Govt. degree college or non-govt. aided degree college should pursue to be covered under 2(f) and 12(b) of UGC Act to become eligible for grant from UGC. The grant received from UGC should be utilized properly with due procedure and utilization certificate should be issued in time.
- ii. It has been made mandatory by the UGC of every degree college. Steps should be taken for NAAC accreditation by the govt. and non govt. degree colleges for NAAC accreditation and subsequent re-accreditation.
 - iii. Every HE institution must have its own "Internal Quality Assurance Cell"(IQAC) ,Equal Opportunity Cell and Placement Cell.

Additional Secretary to Govt.

ANNUAL REPORT FOR THE YEAR-2012-
(From 1st January 2012 to 31st December, 2012)
(FOR UNIVERSITY P.G.DEPARTMENT AND COLLEGES ONLY)
SAMBALPUR UNIVERSITY

1. Name of the University : SAMBALPUR UNIVERSITY
P.G.Department or College : LAXMINARAYAN COLLEGE, JHARSUGUDA
2. Year of Establishment : 1969
And Management
(Such as Government/Aided/Private
Applicable to College only) : Aided
3. Name of the Head of the University : Sri Gokul Chandra Meher, M.Com.
P.G.Department or Principal with Qualification
4. Total Staff strength :
(a) Strength of Teaching Staff : Designation/Sanctioned/Actual Strength
PROFESSOR ... NIL
READER ... 15
LECTURER ... 21

(b) Strength of Non-teaching Staff :
LIBRARIAN ... 01
ASST.LIBRARIAN- 01
DEMONSTRATOR-06
TECHNICAL ASST...NI
COMPUTER ASST,...01
CLASS-III STAFF ... 04
CLASS-IV STAFF.... 22
ANY OTHER STAFF...NIL
1. Courses taught:
(Such as +3 Arts/Science/Commerce/
MA/MSc/MCom/MBA/MCA/Law/MBA/DCA/
Engg./Medical/Homeopathy/Ayurved/Diploma
Or any other courses. +3 Arts 1st year to Final year
+3Science 1st year to Final year
+3Commerce 1st year to Final year

2. Enrollment of students(Class-wise)

Class/Sanctioned Strength	Actual Strength						Total
	General		Scheduled Caste		Scheduled Tribe		
	Male	Female	Male	Female	Male	Female	
+3Arts.1st year	18	21	16	10	19	11	95
+3Arts IIInd year	25	29	06	02	06	08	76
+3Arts IIIrd year	11	13	02	04	04	-	34
+3Science 1st year	52	49	05	07	08	07	128
+3Science IIInd year	40	50	04	07	09	06	116
+3Science IIIrd year	33	23	03	02	04	02	67
+3Commerce 1st year	48	42	04	-	01	-	95
+3Commerce IIInd year	45	48	02	-	01	-	96
+3Commerce IIIrd year	42	48	02	-	-	02	94

7. Total Number of Students appeared and passed (Class-wise)

Name of the Examination	Nos.of Enrollment	No.of appeared	No.passed	Percentage of Pass
+3Arts Final Univ.Exam,2012	52	30	12	40%
+3Science Final Univ.Exam,2012	72	54	21	38%
+3Commerce Final Univ.Exam,2012	97	91	52	57%

8. Library

- (a) Total Nos.of Books 24,571
(b) Books added during the year under report: 521
© No.of Journals subscribed: 04

Contd.....P/2

9. Research Activities:

(a) No. of persons registered for doctoral degree: Nil

Name of the Teacher/Other Staff	Name of the Guide	University where Registered

(b) Teachers and the staff with Ph.D./D.Sc./D.Litt.degree during The year under Report: Nil

Name of the Awardees	Designation	University where awarded

(c) Research Publication

Sl.No	Name of the Author	Title of Publication	Name of the journal(with Vol.No.and year)

(d) Books/Monographs written by the teachers: Nil

Name of the Books/Monograph	Name of the Author	Name of the Publisher

10. (a) Research Project/Programme undertaken : Nil

Funding Agency	Name of the Project Director	Amount of Grant received	Duration	Title of the Project

(b) Teacher Fellow/JRF/SRF/PDF working: Nil

Name	Guide	Funding Agency

11. (a) Seminar/Conference/Symp.suin/workshop organised by the Department: Nil

Name of the Seminar/Conference	Period	Sponsoring Agencies if any

(b) Seminar Conference/Symposium/workshop attended by the Teachers of the Department: NIL

Name of the Seminar/Conference	Name of the Teachers Participated	Period and place of Seminar/Conference

12. Collaboration and Interection with any other organisation in teaching research: NIL

13. Honours/Recognition/award received by the teachers. NO

Name of the Teacher	Honour/Recognition/Award	Agency giving the honour/ Recognition/Award

14. Academic achievement of the Institution.

(a) DAS/DRS/COSSIST/Extension work etc./potential for Excellence.

(b) Publication, if any, by the Institution.
(Book/Monograph/Magazine) : College Magazine only.

15. Infrastructural facilities available and added during the year under report regarding Building, Laboratory, Play ground, Computer facilities, Hostel etc.to be specified.

- (a) Renovation of building & Laboratories.
 (b) Furnishing & installation of Computer Laboratory.
 (c) Purchase of new 08 Nos.of P.C.with Printers & Lap top.
 (d) Purchase of ICD Projector(01)Over head Projector (02)
 (e) Purchase of Diesel Generator (3 K.V.)
 (f) Purchase of Sound System with Cord less & Color microphones.

16. Hostel (For Colleges only)

	Men	Women	Total
(a) Number of Hostels	Nil	01	01
(b) Total Number of Boarders	Nil	40	40

Contd.....P/3

17. Students Achievements:

(a) Qualified in NET/GATE/JREF Examination No

(b) Extra curricular achievement by the students (University/State/National level only)
(Literary/Music/Painting/Fine Art)

Name of the Student	Activities	Prize/Certificate received

(c) Distinction achieved by students in Sports/Games.
(University/State/National Level only)

Name of the Student	Item	Certificate/Prize received
BISHNULAL PRADHAN	Inter University Athletic	Yes
BIRENDRA BAG	Inter University Athletic	Yes

18. Other important matters, if any: NO

ANNUAL REPORT FOR THE YEAR-2013
(From 1st January 2013 to 31st December, 2013)
(FOR UNIVERSITY P.G.DEPARTMENT AND COLLEGES ONLY)
SAMBALPUR UNIVERSITY

1. Name of the University : SAMBALPUR UNIVERSITY
P.G. Department or College : LAXMINARAYAN COLLEGE, JHARSUGUDA
2. Year of Establishment : 18th August, 1969
And Management : Aided
(Such as Government/Aided/Private
Applicable to College only)
3. Name of the Head of the University : Sri Susant Kumar Purohit, M.Sc.
P.G. Department or Principal with Qualification
4. Total Staff strength :
(a) Strength of Teaching Staff : Designation/Sanctioned/Actual Strength
PROFESSOR ... NIL
READER ... 13
LECTURER ... 21
(b) Strength of Non-teaching Staff :
LIBRARIAN ... 01
ASST.LIBRARIAN- 01
DEMONSTRATOR-06
TECHNICAL ASST...Nil
COMPUTER ASST...01
CLASS-III STAFF ... 04
CLASS-IV STAFF... 22
ANY OTHER STAFF...NIL
1. Courses taught:
(Such as +3 Arts/Science/Commerce/
MA/MSc/MCom/MBA/MCA/Law/MBA/DCA/
Engg./Medical/Homeopathy/Ayurved/Diploma
Or any other courses. +3 Arts 1st year to Final year with Hons-Eng, Odia, Hindi, Eco, PSc.
+3Science 1st year to Final year with Hons-Phy, Chem, Bot, Zool, Math.
+3Commerce 1st year to Final year with Accountancy Hons.

2. Enrollment of students(Class-wise)

Class/Sanctioned Strength	Actual Strength						Total
	Scheduled Caste		Scheduled Tribe		General		
	Male	Female	Male	Female	Male	Female	
+3Arts 1st year	16	10	19	11	18	21	95
+3Arts IIrd year	06	02	06	08	25	29	76
+3Arts IIIrd year	02	04	04	-	11	13	34
+3Science 1st year	05	07	08	07	52	49	128
+3Science IIrd year	04	07	09	06	40	50	116
+3Science IIIrd year	03	02	04	02	33	23	67
+3Commerce 1st year	04	-	01	-	48	42	95
+3Commerce IIrd year	02	-	01	-	45	48	96
+3Commerce IIIrd year	-02	--	-	02	42	48	94

7. Total Number of Students appeared and passed (Class-wise)

Name of the Examination	Nos. of Enrollment	No. of appeared	No. passed	Percentage of Pass
+3Arts Final Univ. Exam, 2013	34	26	12	46%
+3Science Final Univ. Exam, 2013	100	56	25	44%
+3Commerce Final Univ. Exam, 2013	96	92	40	43%

8. Library

- (a) Total Nos. of Books 34,571
(b) Books added during the year under report: 1105
© No. of Journals subscribed: 04

Contd.....P/2

9. Research Activities:

(a) No. of persons registered for doctoral degree: Nil

Name of the Teacher/Other Staff	Name of the Guide	University where Registered

(b) Teachers and the staff with Ph.D./D.Sc./D.Litt.degree during The year under Report: Nil

Name of the Awardees	Designation	University where awarded

(c) Research Publication

Sl.No	Name of the Author	Title of Publication	Name of the journal(with Vol.No.and year)

(d) Books/Monographs written by the teachers: Nil

Name of the Books/Monograph	Name of the Author	Name of the Publisher

10. (a) Research Project/Programme undertaken : Nil

Funding Agency	Name of the Project Director	Amount of Grant received	Duration	Title of the Project

(b) Teacher Fellow/JRF/SRF/PDF working: Nil

Name	Guide	Funding Agency

11. (a) Seminar/Conference/Symp.suin/workshop organised by the Department: Nil

Name of the Seminar/Conference	Period	Sponsoring Agencies if any

(b) Seminar Conference/Symposium/workshop attended by the Teachers of the Department: NIL

Name of the Seminar/Conference	Name of the Teachers Participated	Period and place of Seminar/Conference

12. Collaboration and Interection with any other organisation in teaching research: NIL

13. Honours/Recognition/award received by the teachers. NO

Name of the Teacher	Honour/Recognition/Award	Agency giving the honour/Recognition/Award

14. Academic achievement of the Institution.

(a) DAS/DRS/COSIST/Extension work etc./potential for Excellence.

(b) Publication, if any, by the Institution.

(Book/Monograph/Magazine) : College Magazine only.

15. Infrastructural facilities available and added during the year under report regarding Building, Laboratory, Play ground, Computer facilities, Hostel etc.to be specified.

(a) Renovation of building & Laboratories.

(b) Furnishing & installation of Computer Laboratory.

(c) Purchase of new 08 Nos.of P.C.with Printers & Lap top.

(d) Purchase of ICD Projector(01)Over head Projector (02)

(e) Purchase of Diesel Generator (3 K.V.)

(f) Purchase of Sound System with Cord less & Color microphones.

16. Hostel (For Colleges only)

	Men	Women	Total
(a) Number of Hostels	Nil	01	01
(b) Total Number of Boarders	Nil	60	60

Contd.....P/3

17. Students Achievements:

(a) Qualified in NET/GATE/JREF Examination No

(b) Extra curricular achievement by the students (University/State/National level only)
(Literary/Music/Painting/Fine Art)

Name of the Student	Activities	Prize/Certificate received

(c) Distinction achieved by students in Sports/Games.
(University/State/National Level only)

Name of the Student	Item	Certificate/Prize received

18. Other important matters, if any: NO


Signature **Principal** /Principal
Vakravarthy College
JHARSUGUDA

BUDGET : 2014-2015
L.N. COLLEGE, JHARSUGUDA

Income	2014-15	Expenditure	2014-15
Grant-in-Aid (Salary)	Rs. 5,14,36,620.00	D.P. Salary	Rs. 5,14,36,620.00
Provisional Pension	Rs. 26,65,511.00	M.P Salary	Rs. 10,60,000.00
G.P.F	Rs. 29,63,587.00	GPF	Rs. 29,63,587.00
GIS	Rs. 84,140.00	EPF	Rs. 1,60,000.00
Infrastructure Grant	Rs. 3,00,000.00	Provisional Pension	Rs. 26,65,511.00
UGC Grant Receipt	Rs. 31,34,193.00	GIS	Rs. 84,140.00
UGC Grant Opening Balance	Rs. 6,97,816.00	Building const. and maintainance	Rs. 3,00,000.00
Othe Grants	NIL	UGC Expenditure	Rs. 6,47,508.00
Fees and Fines	Rs. 1,80,000.00	UGC Closing Balance	Rs. 35,23,424.00
Development Fees	Rs. 22,10,000.00	Over head	Rs. 1,75,500.00
Bank Interest	Rs. 2,10,000.00	Programmes and Functions	Rs. 2,90,000.00
		Purchases	Rs. 5,75,577.00
TOTAL	Rs. 6,38,81,867.00	TOTAL	Rs. 6,38,81,867.00


 Signature **Principal** / Principal
 Vakratna College
 JHARSUGUDA
