Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT AUTONOMOUS COLLEGE**
Name of the head of the Institution	**SRI RANJAN KUMAR MAHALLIK**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06842253635**
Mobile no.	**9437765261**
Registered Email	**govtcollegephulbani@gmail.com**
Alternate Email	**iqacgacp@gmail.com**
Address	**COLLEGE SQUARE, TERAGUDA**
City/Town	**PHULBANI**
State/UT	**Orissa**
Pincode	**762001**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**16-Jul-2004**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Mrs. Madhusmita Mohapatra**
Phone no/Alternate Phone no.	**06842253635**
Mobile no.	**6372357525**
Registered Email	**iqacgacp@gmail.com**
Alternate Email	**madhusmitamohapatra2000@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.govtcollegephulbani.org/aqar-2018-19/

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.govtcollegephulbani.org/common-academic-calendar-2019-20

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.31**	**2011**	**16-Sep-2011**	**15-Sep-2016**

6. Date of Establishment of IQAC	**29-Dec-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	<u>View File</u>
10. Number of IQAC meetings held during the year :	**10**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	<u>View File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Projector systems and sound systems installed in class rooms were used as teaching aids 2. Home assignment were given to students for checking learning process and for preparation of examinations 3. Interdisciplinary seminars were conducted 4. Blood donations camps were organised 5. Beautification of College and Hostel premises were undertaken 6. Felicitation programme was conducted for best UG and PG as well as for Departmental toppers with awards of nominal cash price and certificate for best performance.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory	**Yes**

body ?

Name of Statutory Body	Meeting Date
IQAC	30-Jul-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**22-Aug-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**09-May-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The management information system is operational in the institution. It has been established to provide information related to the institution. Three modules are under operation in the institution. One is Students' Academic Management System (SAMS) and another is Personnel Information Management System (PIMS).Admission of student is done through SAMS monitored by Govt. Of Odisha. The system generates database of students. Besides, information related to scholarship, salary of staff members is also obtained through management information system. Information, as and when required, is also uploaded in the MIS portal of the Government. The third module is the Human Resources Management System (HRMS) managed by the Govt of Odisha for details of employees and their financial transactions.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ANTH	07/08/2015
BA	ECON	07/08/2015
BA	ENG	07/08/2015
BA	GEOG	07/08/2015
BA	HIST	07/08/2015
BA	ODIA	07/08/2015
BA	PHIL	07/08/2015
BA	POL SC	07/08/2015
BSc	PHY	07/08/2015
BSc	CHEM	07/08/2015
BSc	MATH	07/08/2015
BSc	BOT	07/08/2015
BSc	ZOOL	07/08/2015
BCom	ACCT	07/08/2015
BBA	BBA	07/08/2015
BCA	BCA	07/08/2015

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback on the teaching-learning process is received from students as Students Satisfaction Survey and Overall feedback form based on structured questionnaire framed and approved by the IQAC of this college. Feedback is received also from faculty members and alumni through structured questionnaire. The received feedback is analyzed by IQAC and suggestions are provided to the Head of the Institution for action. Teachers also provide formal as well as informal feedback to the head of the institution on different academic, administrative, and other affairs related to the college. Members of anti-ragging committee also receive feedback from students through classes, and necessary suggestions can be registered to the Grievance Redressal cell of the college through the Complain box fixed in the principal's office, the cell composition is altered every year at the beginning of academic session. Departments receive feedback from parents through parent teacher meetings and discuss different issues related to the overall development of their ward. The institution has a feedback format for both parents and students. The feedback received are analysed to take necessary steps. The overall feedback from all stake holders are found to be highly satisfactory. The career counselling cells of the college along with Ethics Committee and Grievance Redressal cells also collect feedback from students. Besides, a proctorial system is also operative in the college which meet on regular intervals for proper interaction with students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2019	694	100	53	0	5

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system was done in this year where 2121 student participated. About 49 mentors have been engaged in this monitoring process. The ratio was 1:43 which was a better proportion in monitoring the whole student of the college. In the process mentors attached career councillors and provide career exploration and helping the students to a brainstorm career. Successful mentoring relationship was made at different stages, steps and strategies are taken in a pacific manner which leads to mentoring Excellency.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2121	**51**	**1:42**

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	**51**	**1**	**26**	**11**

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	**INTERNATIONAL AWARD**	**Lecturer**	**RULA AWARDS RESEARCH PEACE AWARD**
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	610	00

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.govtcollegephulbani.org/curriculum/ug-cbcs-syllabus/ug-syllabus-for-students-19-20/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.govtcollegephulbani.org/iqac-feedback-2019-20/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Nill
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	NIL	NIL	Nill	NIL
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative

practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	Nill

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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
International best researcher in Surface chemistry	Ashok Kumar Naik	World Research Council(RULA)	15/09/2019	Researcher

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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Chemistry	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	0	0

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	0	Nill

No file uploaded.

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	0

No file uploaded.

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	0	0	NIL

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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	1
Attended/Seminars/Workshops	0	0	0	1

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	0

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0

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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency			activites	activites
NIL	NIL		NIL	0	0

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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nill	22.75

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

No Data Entered/Not Applicable !!!
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	120	3	120	4	3	2	14	100	0
Added	0	0	0	0	0	0	0	0	0
Total	120	3	120	4	3	2	14	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilies and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	331000	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

NIL

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill

Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	0	NIL

No file uploaded.

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	NIL	0	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying

Nill	0
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	NIL	Nill
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	Nill
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student representatives takes part in different committees for maintaining discipline and transparency in administrative and academic activities

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association in the name of Old Students Association exist. It is working as registered Alumni Association and doing all types of activities in the development process of the College. It has registered alumni, records of activities and accounts. It held 03 meetings in the College campus during 2016-17. The Alumni Association served as link between the Local Administration and the College for any type of infrastructure development and maintenance. The Alumni Association has been very much interested in the qualitative improvement of the College during the current period. It has provided direction in the policies and strategies for development of overall quality of the College. It has provided help in kind.

5.4.2 – No. of registered Alumni:

350

5.4.3 – Alumni contribution during the year (in Rupees) :

2000

5.4.4 – Meetings/activities organized by Alumni Association :

03

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

? ADMISSION: Admission is an instance of participative management. Admission is done in association with SAMS, Odisha. The initial process starts with

formation of an admission Committee. The Committee consisting of senior members looks after the entire admission process. A team of team is engaged for verification of online admission forms. The actual admission of students after receipt of admission letter from SAMS is also entrusted to a number of teams under the supervision of Admission -in-charge assigned by the Principal. The academic section and accounts section work jointly for looking at the various aspects of admission, such as maintaining students profile and payments records. ? SCHOLARSHIP: This is another area worth mentioning for participative management. Various types of scholarship matters are handled by a team of persons under the supervision of scholarship in charge. The team members work jointly for receiving applications, and processing in the online portal whenever necessary. The College team works with the District Welfare Office for processing of scholarship applications mad by the eligible students. The scholarship system cannot work without participative management.

6.1.2 – Does the institution have a Management Information System (MIS)?
Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	There are mainly 02 types of examination in a semester: Mid Sem Examinations End Sem Examinations. For non-practical subject the Mid Sem mark is 20 and End Sem mark is 80 out of full 100 mark. For subjects with practical component, besides Mid Sem and End Sem, the practical examination is another step of examination and evaluation. The examination and evaluation process involves question setting and valuation. Question setting is done by experts outside the College with prescribed remuneration. Valuation is done by both internal examiners as well as external examiners. The examination and evaluation are entirely entrusted to the Controller of examinations. Students register for examinations and the Controller of examinations executes all tasks relating to examination and evaluation as per the academic calendar. Students are issued Mark Sheets and Degree certificates.
Research and Development	Research is done by the teachers at the individual levels. They are encouraged to do research, attend seminars and conferences. They also avail government study leave for this purpose. Students are encouraged to do some sort of research. They are taught research techniques in students seminars as well as in class rooms. Students are guided by faculty members

	as guides. Reference books are purchased by library to assist researchers. A computer research room with 40 computers is available for use in research. The College is making gradual progress in the matter of research and development and their publication.
Library, ICT and Physical Infrastructure / Instrumentation	The Library has 02 components:(1) Physical Library (2) Cyber/E-library. The physical library has a stock of around 40 thousand text and reference books. Books are issued to students and teachers for certain period. Annual purchase of books are made from government grants and own funds. The Cyber library is also functioning gradually with 40 computers with internet facility. Students and teachers are able to use it. The College has as on 2019-20, 19 class rooms equipped with projectors and sound system for making use of online and audio-video materials as teaching aides. Teachers are encouraged to make maximum use of ICT teaching aides.
Human Resource Management	This is a Government College, and recruitment of staff is done as per government procedures and by the government agencies. However, details of human resource management are undertaken by various e-governance systems of Government of Odisha. The salary, leave and assessment of employees are undertaken by the HRMS of government of Odisha. The available human resources is managed optimally by assigning curricular and extra-curricular activities among them in an academic year. In case of need, human resources are also engaged to maintain the present level of activity and efficiency.
Industry Interaction / Collaboration	This College is located in an non-industrial region. However, the College takes help of local banking and Financial organisations to create an interaction. DIC of the district and some NGOs have conducted meetings, conferences and workshops. The College has a career Counselling cell that looks after the industry-academic interaction. In future, this matter shall be given more focus for on campus recruitment of graduates coming out the College each year.

Admission of Students	The College makes 02 types of admissions in each academic year: (1) admission for UG, (2) admission for PG programmes. Government of Odisha has elaborate system of admission online and the College gets its students admitted through this system, called, SAMS(Students Academic Management System). The admission for UG is done through online application to the various courses run by the College. Merit list is supplied by SAMS for admission. For PG programmes admission, the admission process is based on entrance test, named as, CPET(Common Post graduate Entrance Test) conducted each year. Again the merit list is supplied by SAMS fir admitting the students. The entire system runs very smoothly ensuring transparency and efficiency.
Curriculum Development	Each Department has a Board of Studies constituted for a period of 02 years. Each year the Board of Studies sit for potential revision of syllabi for the newly admitted students. The Board of Studies include internal as well as external members. They submit revised syllabi. These revised syllabi are debated in the Academic Council and necessary approval is given. The revision is made within the prescribed limit by the affiliating university. The entire process is executed by the Controller of Examinations assigned by the Principal and expenditure is met from examination fund.
Teaching and Learning	Traditional method of chalk and duster is being supplemented by ICT tools. In the year the College had the facility of projector, Wi-Fi and sound system for use of online resources and teachers materials for better display. PPT materials are being supplied to students WhatsApp groups which are maintained by each teacher in each semester. Home assignments are given and evaluated periodically. Assessment at Mid Term and End term are made to evaluate students learning for issue of grade certificates and degree certificates.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	Computer and internet are used for

	administration as the case in need. The human resource administration is done though HRMS, Odisha. Details of communication between the College, and the Government of Odisha are undertaken through E-despatch systems of Government of Odisha. Major use of emails is also made for administration.
Finance and Accounts	The College uses computer and laptops for accounts keeping at its levels. However, the government systems such as IFMS deals with funds flow between the government and the College. There is little use of computing and accounting system at present. However, accounts keeping has shifted to computers though hard copies are also maintained.
Student Admission and Support	Students admission is entirely e-governed through SAMS, Odisha. There is no manual application, selection for admission either for UG or PG programmes. Elaborate system has been developed by the Government of Odisha for this purpose. The system works flawlessly and efficiently for admission purpose. It avoids all sorts of discretion.
Examination	The present examination system is gradually shifting to e-governance. The College has its own system of software for tabulation and mark sheet and certificate publication. The Website works as interface between the students and the examination system. The examination is also being done in online mode as the need may be. The process of doing online examinations started with Covid-19. The registration for examinations and fees payment are shifting to online mode gradually. Complete automation of the examination system is also in the pipeline.
Planning and Development	The College uses available e-governance for planning and development. The activities are planned and use of online systems are made for supply of information to governments and interested parties. IFMS, SAMS, HRMS systems of government of Odisha are utilised for planning and development. Entire planning of expenditure and receipt of grants from governments are e-governed.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee

of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nill	Nill	0

No file uploaded.

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS, Gratuity, unutilised leave, maternity and paternity leave, study leave, Casual leave, govt loans	GIS, Gratuity, unutilised leave, maternity and paternity leave, study leave, Casual leave, govt loans	Scholarships of various types, hostel accommodation, relief from fines etc.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

NO

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

6.4.3 – Total corpus fund generated
0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Regular attendance of their boys girls 2. Exchange of ideas about their expectation of their boys and girls 3. Responsive to calls of the Head of the Institute 4. Filling up of Patents Feedback form

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Improvement in assessment of students through better questions setting involving a combination of subjective and objective questions 2. Updating of syllabi through regular revisions 3. Involvement of alumni in the policy making of IQAC 4. Maintaining better physical and academic ambience

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nill	Nill	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Solar panels are installed in the Shramana Ladies Hostel as an alternative power source .

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	**Yes**	**5**
Scribes for examination	**Yes**	**5**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
[View File](#)							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Calendar	**Nill**	**Admission into the College, Hostel accommodation are done as per the information supplied in the College Calendar. Details of information are given about the courses available, Hostel accommodation, and fees for admission into the College and Hostels.**

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	**Nil**	**Nil**	**Nil**
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Maintenance of College gardens 2. Regular cleaning of the College Campus and use of dustbins 3. Plantation during the rainy seasons 4. Proper drainage with the help of Municipality and PWD working in the town 5. Instructing students and staff members to imbibe eco-friendly behaviour

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE-I Objectives: ? Save plants : save life and environment Need Addressed Context: Today there is a great need for conservation of biodiversity the lack of which causes several environment problems. The main cause behind these problems is that human beings are consuming natural recourses at a much quicker pace than they can be replenished. Pollution is becoming very serious

day by day due to deforestation and urbanization. As this College is located in a rain shadow region, it receives scanty rainfall. It is necessary to look forward to make efficient use of available water and other resources. A clean and healthy environment adds to effective learning and provides a conductive learning environment. Hence it is decided to educate and make aware students on the issues such as renewable energy sources, waste management and recycling. It is also decided to work in the areas of plant, water and cleanliness. The stakeholders work to develop an eco-friendly, sustainable campus and to disseminate the concept of eco-friendly culture. Theory sometimes remains incomplete unless it is brought into practice. Hence students are required to acquire the knowledge of application. I t is decided to inculcate the spirit of loving nature, commence awareness programme on plantation and biodiversity ,take up project work on related themes and organise plantation programme by mobilising available local resources. Since most native plant species are under threat due to over exploitation, students should understand biodiversity and its conservation. The context behind such a need are: ? To use campus resources for setting up a medicine-men network for creating a ethno-medicinal biodiversity involving departmental students. ? To develop among students the sense of working together in a team and the skill to carry out a team project in the field ? To sensitize, encourage and engage students, staff, all stake holders of the college for increasing green coverage. The Practice: Keeping in view the need and significance of plantation ,the college in collaboration with local horticulture department and nurseries either hires or shares seedlings, select sites and takes up work in the campus. Students are divided into groups of 08 to 10 to water the plants and look after its growth. The college organises awareness camps among students on different medicinal plants by giving them home assignments on different plant species and they are asked to submit a writeup on the assigned topic which are evaluated by the teachers. A variety of plants such as Mango,Thuja,Hibiscus,Rose,Thevetia,Aloe vera etc. have been grown in the college campus.Students are actively involved in growing and maintaining the plants. As there are no posting of gardener, the college garden created earlier is being maintained by the students of the department of botany. Value addition: ? Successful establishment of native floral species. ? Establishment of micro-floral diversity. ? Awareness has been created among the youth regarding importance and conservation of native biodiversity. ? To save the human being from the effect of environmental pollution. ? To develop a Eco-campus Institution. ? To mitigate environment degradation. ? To enhance social motivation and social awareness Resources: Public as well as institutional contact of teachers contacts physical and financial resources are required for the practice. The college has a campus area of approximately 11 hectares. A part of barrel land and year mark land are used for plantation programme. The volunteers, staff members NCC cadets, NSS volunteers' are employed in the plantation and watering on a regular basis. Though there is no financial support from the government, the eternally generated funds are used for the purpose. BEST PRACTICE-II BLOOD DONATION (Life is precious but saving that life is adorable.) Objectives: ? To create social awareness and to respond to social needs ? Creating the consciousness of valuing voluntary services. ? Inculcating in the young minds about their voluntary actions which will save or change the life of an unknown person. ? Awareness of indispensable voluntary donation of blood at crucial times to save lives. ? Importance of precious, spontaneous, volunteering proclivity of donating blood. ? Making oneself humane and promoting the same congenial spirit in the peer group. ? Assuring the availability of any group of blood and their components to the needy people at any time. Need addressed and the context: The College is not far away from the District Headquarter Hospital, where thousands of patients come for treatment every day. A large number of patients admitted are very poor and many of them cannot afford the cost of food and medicine. Now the need of blood has been increasing every moment of a minute. It is required during the emergency

occasions like accidents, surgeries etc, to cure the chronic illness and also in the treatment of cancer and the like. The noble act of donating blood periodically is a great human gesture. The message that donating blood voluntarily is an important part on humans to express their concern or caring for the lives of others. In this fast way of living life, regular voluntary and healthy blood donors are needed in large numbers to make generous blood donations. It is a great humanitarian service to assure the hospitals, multi – speciality to a PHC in a remote village that the required amount of blood of all groups available at a call even in odd hours. The Practice: Students enthusiastically come forward to donate their blood to the needy in regular intervals. The college YRC unit organizes blood donation camps and campaigns in collaboration with DHH, the voluntary social service organizations like Rotary clubs and other NGO's who need blood. The volunteers of these units maintain a list of Blood donors with their blood groups. They act spontaneously and readily make all the arrangements in supplying the right group of blood to the people who are in need of it. Neither the volunteer or the donors never accept any kinds of monetary benefits. But the doners are well treated by the YRC unit of the college by offering them refreshments. The YRC unit encourages the gesture of these donors and volunteers by giving them certificates. Teachers in their turn make the whole class appreciate their services. This kind of healthy practice motivates the other student's also. Principal, interested staff (both teaching and non-teaching) also donate blood whenever required. They are role models. Through these kinds of healthy practices many students got enlightened about the importance of blood donation. The local hospitals or the needy persons through their approach also contact our college desk when they are in need of blood. Students who have donated blood are given adequate nutritious food and sufficient rest. Even if they want to go home they are permitted. They are taken care by the college authorities and volunteers in many ways 4. Evidence of Success The college is organising this practice every year since 2014-15.Since inception the YRC unit of this college has collected and supplied 345 units of blood till date. This has inculcated a spirit of voluntary sacrifice of blood among the students. 5. Resources The whole expenditure of conducting blood donation camp in the college is met from the collection of students under YRC. The DHH of Phulbani offer voluntary services such as supply of blood collecting kits and accessories, provision for doctors and nurses and blood grouping tools. The account of donors and volunteers are maintained by DHH, Phulbani.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

HIGHER EDUCATION OUTLET TO TRIBAL-DOMINATED POPULATION This is an Institution located in tribal administrative district. Illiteracy and ignorance about modern ways and occupations abound. The Institution has been playing a critical role in the uplift of the local population in the matter of higher education. Around 75 percent of the students of the College belong to ST/SC and minority communities. The Institution has been performed 02 important tasks (1) creating awareness of higher education through its mere presence and (2) its provision for Higher education in Arts/SC/Com faculties. Given the need for Post-Graduation Education, the College has been running 05 PG programmes without sanctioned post for PG department levels. The existing UG teachers are making all out efforts to give PG level education to the local students in Pol SC, Economics, Anthropology, Life Science and Physics. Many students have fulfilled

their ambitions of pursuing these programmes and taken up better high paid and modern occupations. It is an undisputable fact that the College has been the Centre of Higher Education for the tribal dominated population and has been critical to infuse modern thinking to the tribal culture. Consequently progress and development ambitions of the local tribal dominated population are being fulfilled.

Provide the weblink of the institution
[NIL](NIL)

8.Future Plans of Actions for Next Academic Year

1. Classroom's re-structuring 2. Campus beautification 3. Re-structuring of examinations section 4. Facilities for classes during Covid-19 5. Construction of New Buildings 6. Re-structuring of Hostel management