



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

Government College, Koraput

- Name of the Head of the institution **Dr. Subhendu Sekhar Padhi**
- Designation **Principal (I/C)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **06852251225**
- Mobile No: **9437077983**
- Registered e-mail **govt.collegekoraput@gmail.com**
- Alternate e-mail
- Address **AT: Landiguda, PO: OMP Line**
- City/Town **Koraput**
- State/UT **Odisha**
- Pin Code **764021**

2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Berhampur University, Berhampur**
- Name of the IQAC Coordinator **Sri Deepak Kumar Pattanaik**
- Phone No. **06852251225**
- Alternate phone No.
- Mobile **9437784977**
- IQAC e-mail address **govt.collegekoraput@gmail.com**
- Alternate e-mail address **dav.koraput@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.govtcollegekoraput.ac.in/wp-content/uploads/2024/12/AQAR-YEARLY-STATUS-REPORT-2020-2021.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.govtcollegekoraput.ac.in/naac/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73.25	2006	06/02/2006	15/02/2011
Cycle 2	C	1.81	2016	23/01/2016	22/01/2021

6. Date of Establishment of IQAC

30/07/2012

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	OHEPEE-IDP	World Bank	2017-18, 5 Years	70 Lakhs

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Regular supervision of classes by Principal and Head of the Departments Continuous and Comprehensive Evaluation through Mid Semester examination, Quiz, Surprise test, Presentations and assignments. Conduct of classes through ICT mode regularly and Remedial classes for slow learners. Learning through activity method. Regular coaching on Sports and games. Conducted Campus Recruitment drive. Girls wing opened in NCC

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

Plan of Action	Achievements/Outcomes
Completion of Courses in time.	Courses completed in time before Semester Examination.
Revision and extra coaching to creamy students to achieve better results and University ranks.	Overall More than 90% results achieved. Also achieved two University rankers in English and Zoology.
Improvement of existing Infrastructure and construction of New Infrastructure.	Renovation of College Garden completed, Renovation of Old Science block in progress, New facilities as synthetic badminton court and Open Gym, New Academic Building in Progress
Conduct of Campus Recruitment Drive.	Campus Selection Drive by Vedanta Ltd. on 26.05.2022. Twenty five students were selected for placement as graduate Trainee.
To open NCC for Girls wing.	NCC wing for Girls opened.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Government College, Koraput
• Name of the Head of the institution	Dr. Subhendu Sekhar Padhi
• Designation	Principal (I/C)
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• IQAC e-mail address	govt.collegekoraput@gmail.com				
• Alternate e-mail address	dav.koraput@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.govtcollegekoraput.ac.in/wp-content/uploads/2024/12/AQAR-YEARLY-STATUS-REPORT-2020-2021.pdf				
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• Upload latest notification of formation of IQAC			View File		
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<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	<p>No File Uploaded</p>	
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This section is intentionally left blank for content entry		

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Yes

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Name	Date of meeting(s)
Governing Body	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15. Multidisciplinary / interdisciplinary

Multidisciplinary approaches are evident in the institution in the form of comparable courses being offered multiple disciplinary perspectives to bear on real-world issues. Especially in the humanities, different disciplines examine

social issues from their own perspectives. The studies by each discipline is supplementary to the studies by other disciplines. The advantage to multidisciplinary academic approach is that each aspect can be analyzed by a particular specialty, which is often necessary to answer complex research problems.. The purpose is to develop ability to see and employ multiple perspectives; to encourage tolerance and regard for alternate perspectives ; to increase their willingness and capacity to question assumptions about the world and about themselves; to promote the ability to think in creative and innovative ways; and to create sensitivity to disciplinary and other biases. Also interdisciplinary courses promote faculty development, offers faculty the opportunity to explore new areas of interest and collaborate with colleagues, and thereby expand their knowledge and skills. some of interdisciplinary courses like information technology, Environmental Science & Disaster Management, Quantitative aptitude & logical thinking and Ethics have already been introduced as compulsory subjects in order to create awareness and analytical bent of mind. General education distribution requirements, filled by allowing students to choose from a variety of introductory courses in selected disciplines, are variety of introductory courses in selected disciplines, are complemented by a core of interdisciplinary Courses common to all students in the institution. The Bioinformatics programme, for example is an amagamation of the learning objectives of biology, computer science and the statistical sciences.

16.Academic bank of credits (ABC):

NA

17.Skill development:

Communicative English and Quantitative and Logical Thinking courses are taught to all second year UG students to enhance their skill .

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Integration of Value & Ethics Courses with One Credit (20 marks) in each Semester has been implemented for all UG courses to inculcate the Traditional Indian knowledge, Practices and Culture. Distribution of Hygenic Kit in the adopted village 'Doliamba' and Landiguda on 09th May 2022. Observation of Sastriya Odia Bhasa Dibasa on 11th March 2022. .

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Our Institute focuses on use of ICT and methods of teaching like participatory learning, problem solving to improve the teaching learning process. The institute provides a conducive environment to enhance the quality of the education. The skill and knowledge gained by the students will enable them to join the competitive world.

20.Distance education/online education:

Online classes are engaged partially by distributing Handouts, Class notes, Class work materials, references by using Social media platforms and educational apps like Google classroom. Platforms like Zoom and Google Meet are used to take online classes.

Extended Profile

1.Programme

1.1	318
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Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1	1615
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Number of students during the year

File Description	Documents
Data Template	View File

2.2	236
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3	483
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Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		53
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		64
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.Institution		
4.1		51
Total number of Classrooms and Seminar halls		
4.2		13.08
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		24
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

This college is affiliated to Berhampur University. The curriculum is planned and designed by the University. However, the college prepares an action plan and academic operational calendar to implement the curriculum designed by the university. The basic

purpose of this action plan and Academic Operational Calendar is to acquaint the students with the newly updated model syllabus and examination pattern coming under the CBCS model. While preparing an action plan for the implementation of curriculum, student's needs and interests are taken into consideration. Department-wise Teachers prepare lesson plans and daily progress reports. The lesson plans are shared with the students during introductory classes after the discussion in the department meeting. The Heads usually supervise the academic progress of the department. During classroom teaching, each teacher covers all the portions of the syllabus allotted to them by providing relevant study material to the students. The concerned teacher also provides a list of reference books to the students. After completion of the syllabus, doubt-clearing classes are held by the teacher. After the academic year has passed, teachers submit their lesson plans and progress reports to the principal. Each department also prepares a list of probable questions expected in the end-semester examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college regularly conducts mid-term examination / internal examinations for continuous assessment of students apart from semester examination. The college conducts mid-term examination covering 50% of the syllabus before each semester examination. It gives enough time and scope to the students to address their deficiencies and to correct their mistakes. The absentee candidates are allowed to appear in the mid-Semester Examination within 1 week after of the said examination. The valued answer scripts of mid-Semester Examination are shown to the examinee with scoring key for their improvement. The faculty members frequently interact with their students in their respective departments to enhance the students' ability to learn.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

16

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

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File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

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1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Value and Ethics has been incorporated as part of the curriculum by the affiliated university. It is taught to the students spread over six semesters. Besides this, workshop, seminar and programmes have been conducted to create awareness regarding gender equality, environment and sustainability development.

Feminism (GE -in POL SC) and Ethics (Core 5 in Philosophy) are part of curriculum.

Besides Environmental Studies and Disaster Management is taught as Ability Enhancement Compulsory Course across all streams of graduation.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

483

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

608

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

368

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students through continuous and comprehensive evaluation and organizes special Programmes for advanced learners and slow learners. Students are not labeled as slow learners, instead their issues and challenges are addressed at group as well as individual level through mentor mentee classes. Departments organizes remedial classes /tutorials. Advanced learners are provided specialized resources to prepare for higher education. They are provided periodic pedagogic guidance and career counseling. They are encouraged to represent the institution in different state and national level competitions.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1615	53

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution promotes experiential learning through different practical experiments in the lab by science students, English language students use language lab. Project work, field visit, outreach programme by students of all the streams and school experience programme by B.Ed. students are conducted. There is a compulsory elective paper in all programmes in the final semester under CBCS for dissertation work under the supervision of a faculty member.

Participatory learning - The students are encouraged to participate in team work, group interaction, peer learning, critical analysis. The students are also exposed to webinars, seminars, group discussion in their respective honours.

Problem solving methodologies are adopted to address problems especially in physical science and mathematics at the level of the students. Problems are discussed through Case studies discussion, Class presentations Debates within the department.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT enabled tools for effective teaching-learning process in power point mode and other e-platforms. ICT tools are used in classroom, online classes and online resources. The students interact through online mode on platforms like Google Meet and Zoom. Youtube is commonly used for listening to expert talks from reputed universities in different areas. The gap of learning in the classroom situation through verbal transaction are normally overcome by the intervention of ICT tools. The computer sets, laptops and smartphones are used by students as ICT tools. Some departments have desktop or laptop to facilitate knowledge transaction through online mode. The students are also allowed to prepare their PPT presentation in the department under the active consultation of the teachers. Online examinations and feedback mechanism is another best practices of ICT use in teaching learning situation.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

This institution is affiliated to Berhampur University, Ganjam. The examinations in this institution are governed by the University. The institution conducts internal examinations mid-semester as per the guidelines of the University. These internal examinations are conducted for post graduate and under graduate student twice in each academic session before the semester examinations. The scripts are evaluated by the teachers of concerned subjects and answer scripts are shared with students for feedback and improvement. Prior to this, the discussions about the students performance, writing patterns, recurrent mistakes are brought to the notice of the students.

Internal assessment Tests are conducted every semester covering 50 percent of the syllabus. The examination is conducted centrally by the examination section. The question pattern is set in the same pattern as that of the University examination. Re-test is

conducted for the absentee students. Teachers are encouraged to keep different components in internal assessment such as presentation or assignment. The assessment process remains transparent as the modes of awarded marks are shared with the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

There is an examination section to deal with the grievances of the students with regards to internal examination / mid-semester examinations. The absentee students are allowed to take the same examinations in a suitable time later if they fail to appear mid-sem examination. There is a procedure that students are to apply to the principal in plain paper showing sufficient reason for their absence in the mid-sem examination. The college authority submits the marks to the University prior to the respective semester examination. The college authority preserves the answer scripts of the mid-term examination for one year from the date of examination for future references. Therefore, each student having grievance pertaining to internal examination are addressed effectively at the college level.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The academic programmes in the college are offered as per Berhampur University guidelines. The students are well aware of the programmes as per the graduate aptitudes. Programme Outcomes are displayed at prominent places of the college. Each honours department uses the Govt. approved model CBCS syllabus which

includes Programme Specific Outcomes and course outcomes of three year degree course. The outcomes are discussed with the students at the level of different departments in the introductory classes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The programmes outcome is evaluated through Mid-semester and end-semester written examination, presentations, assignments and dissertations serving as valuable feedback mechanisms for assessing the effectiveness of the course. The college promotes innovation by allowing students to take projects in collaboration with their faculty members, especially PG students. Students are encouraged to enroll in the value added courses which is given an edge to the students. Lesson plan and progress of the faculty members are verified by the Head of the institution periodically. Faculty members are encouraged to take refresher courses both in online and offline mode.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

471

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.govtcollegekoraput.ac.in/naac/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

College organises many extension activities like programs conducted by YRC, NSS, and NCC units of the college. As a nodal college of the district, a district working committee meeting is held starting of each academic session. All extension activities or plan of action for the current year are discussed and decided by this committee. Accordingly, various programs such as blood donation camp, voluntary participation in cultural program like Ratha Yatra and plantation of sapling on the occasion of Vana-mahotsav have been organized. College provokes tobacco free health awareness and negative impact of social media under Yuva Sanskar program. Through this programme, debate programmes are entertained to make aware of negative impact of social media on students.

Celebration of various important days like Youth day, Blood donation days etc. Major camps for volunteers and counselor are organized indistrict level study cum training camp and Zonal level cluster training camp.

The College has adopted six villages in which it spreads awareness ontransmitted diseases like dengue, malaria, no use of plastic to reduce soil pollution etc. under Unnat Bharat Abhiyan scheme of central government of India. Students from adopted villages are madeaware of social and enviornmental issues by making them participate via Quiz competetion and debate underSwachha Bharat Abhiyan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

15

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

750

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate infrastructural and physical facilities for academic dissemination of knowledge. The college has two storied building with 04 blocks consisting administrative block, Arts Block, Commerce Block, Biological Science gallery and auditorium. Science departments are equipped with well stocked laboratory to carry out experiments. Department of English has Language Lab for the purpose of Communicative English. There are 6 galleries and 45 other rooms used for classrooms activities. Apart from these, there are 06 laboratories and other department staff rooms, stores, girls common room etc. NCC rooms along with library, conference hall are purposefully utilised for enhancement of knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate facilities for holding cultural activities, departmental celebration, seminar symposium. It has an open pandal for hosting annual ceremonies, different competitions and other activities. The institution has indoor Sports complex and yoga centre, huge sports field, a gym with modern equipments and articles. A big ground with necessary kits for Badminton, Cricket, Football etc are also available for outdoor games. Two big rooms with 400 seating capacity along with loud speaker, projector and stage also available to carry out cultural activities. Apart from this, there is also a govt. sponsored Self-defence programme for college girls organized in the girls hostel hall.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

51

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.08

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

NA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.4

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

80

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College has got a dedicated IT Lab for Computer Science Students as well as separate a English Language Lab. High speed internet is provided in Administrative Block, Biological Sciences block and Library. The bandwidth of internet is 100 mbps makes it easier for students to perform their works and assignments. All teaching staff member use the ICT Gallery classrooms with projector whenever needed. The Projector makes the students easier to learn through PPT than the traditional methods. For admission related works, a separate room called SAMS (Students Academic Management System) with 100 mbps fiber is provided. All the admission related work is completely performed online.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

12.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Each Science department has its own laboratory facility maintained by the respective departments. Laboratory equipments, apparatus, chemical and solvents etc. are procured at College level as per the requirement of various departments. The department maintains a separate stock register regarding the procurement and utilization of equipments, chemicals and solvents.

The College Library is operated by Assistant Librarian and other support staff. There is a Library Purchase committee consisting of a group of teachers who guide and supervise the operation of Library. Each teaching department sends the book list to the library as per their requirements and the library-in-charge procures those books from various book stores following the established procedures and guidelines.

The College has its own playground and indoor sports complex.

There is an Athletic Association, consisting of a group of teachers who looks into various sports related matters.

Different infrastructural facilities are put under staff members for maintenance and upkeeping. There is a library committee to monitor the regular functioning of the library who report to the Principal in case of any requirement or problem. Similarly, HoDs are put in the charge of department laboratories.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

959

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

100

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

25

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

55

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

21

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college promotes curricular, administrative, co-curricular and extra curricular activities. The students selected from the institution level represent the college University level and state level as well. So the institution facilitates and encourages students in large scale to take part in NCC, NSS, YRC, Sports , awareness camps, debate, drama, literary activities, publications of college magazine, wall magazines for harbouring creative expressions of the young minds. At times, new innovative extra curricular activities were organized to instill creativity among the students.

Institution facilitates students' representation and engagement in various co-curricular and extracurricular activities through annual sports activities, various national as well as international day observance. Various extracurricular activities are organised and best participants awarded duly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Though the college does not have a registered alumni association, a few departments have such a body which intermittently meets and collaborates on several spheres. The college is in the process of registering its Alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision and mission of the institution constitute in bringing about rounded individuals committed to building a better society which the college tries to implement by thrusting on such a value

system from the very beginning of their career. The college shares its part of community responsibility by frequently spreading awareness programs in nearby villages. The college also has active NSS, YRC and NCC units through which students do their part of serving the society. Through incorporating Values and Ethics as part of curriculum, students are taught to be mindful of ethical values in their personality. Knowledge is considered as power in this institution therefore, activities organized to uphold and preserve diverse human resources, cultural heritage through stimulating a favourable academic environment. of the institution. To promote personality through holistic approach by inculcating a sense of ethical values through curricular and co-curricular inputs. To ensure the civic responsibility and social commitments for promoting creativity, sportsmanship and leadership qualities among the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership is inculcated through the administrativeacumen. Each department has the head of the department to perform the role of the team leader. Thetimely report progress and activities to the head of the institution. There are review meetings to instill the sense of involvement among the teachers in scholastic and non-scholastic activities. 16 departments perform their activities to democratically distribution of responsibilities. The Governance of the college are being reflected through mentoring under this provision. Each teacher discharges duties as a mentor of a group of students. Apart from this, there areprocotorial classes which enables the faculty members to become close with the students to exchange views and thoughts freely. Each class of respective department has a student leader to extendhelp and create a rapo with students and teachers. Each teacher has been assigned with co-curricular duty apart from classroom teaching.

The effective leadership is visible in various institutional practices such as decentralization and participative management through the appointment various staff members in various

activities of the institution. The responsibilities are divided under various heads, and three experienced staff members are appointed as Academic Bursar, Administrative Bursar and Account Bursar. The non-teaching staff members coordinate with the Bursars in the smooth functioning of the college. At the level of the departments, a few students are selected as representatives for their class who act as the bridge between the class and the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students Guidelines of Department of Higher Education, Govt. of Odisha e-admission system under SAMS is operated in the college. It is applicable for UG and PG courses. Human Resource Management For Management of Human Resources, the college has formed the Career Counselling and Placement Cell. Staff Council, Accounts Bursar, Academic Bursar. The institutional Strategic/ perspective plan is effectively deployed. The plan is prepared in the presence of College Development Committee, analysed in front of all the staff members and implemented to the closest possible manner. The Principal remains the Chairperson in all these plans whereas the various Bursars offer suggestions in their concerned departments.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution works under Higher Education Department, Govt. of Odisha, Bhubaneswar. The policies, appointment, service

conditions, administrative setup are conducted by the said department. This institution operates by the Govt. orders. So as per Govt. rules and regulation, service condition, personnel rules are given by the Govt. However, Several committees are formed for the smooth functioning and decentralisation of work under the supervision of the Principal or the Bursars who remain accountable to the former. The teaching faculties are selected by the Odisha Public Service Commission and appointed and posted by the Govt. to this college. Promotions and other service related issues are addressed are the govt. level.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has an active Staff Club which acts as a platform for teaching as well as non-teaching staff to come together at various levels. The staff Club organizes farewell programs for the

outgoing staff members. Several recreational activities are also conducted by the staff club from time to time. The institutions extends welfare schemes such as puja advance to non-teaching employee, GIS etc. Almost all welfare schemes are covered by Govt. of Odisha as it is Govt. institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

As the Institute functions under the Department of Higher Education, Government of Odisha, Personal appraisal system is implemented through HRMS. All teaching as well as non-teaching staff members though their HRMS accounts, partake in the

Performance Appraisal System. The teaching and non-teaching employees of this college submit their personal Performance Appraisal Report (PAR) through online. The principal verifies and provides appropriate remark for performance rating. After these process, these PARs are submitted to the next Higher authority for next level of remark for onward forwarding. The appraisal system is regulated by the Govt

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal and external financial audits at the level of departments regularly and periodically to bring transparency in the financial system of the institution. .

Internal financial audit is regularly conducted every year to provide a feedback regarding the transaction and discrepancies, record maintainance, file maintainance, bills and vouchers, visit of accounts section, interaction with accounts personnel. The report is submitted to Principal for necessary consideration and review and provide appropriate feedback to the section concerned.

External financial audit are conducted by the Dept. of HE & A.G, Govt. auditors and chartered accountant at times. The Govt. has its own mechanism for financial transaction, transparency and accounting particularly these external audits find out the appropriateness of the expenditure incurred for the Govt. allotted funds. They submit report to the Dept. of Higher Education for their appraisal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has the strategy to mobilize the funds as per the Govt. guidelines. The college has a self-financing Computer Science department. Apart from it, the college generates the funds through college fees under different heads like college development, college examination, athletic, magazine, library development, reading room, college union, drama club, YRC, ID card, Common room, Calendar, Time table and lesson plan, Furniture maintenance, NCC, Seminar, Laboratory Development, Project work, Registration fee, Recognition fee, Sports fee, CDC, Admission fee, Tution fee etc. These fees are already approved by th Govt. In respect of utilisation, the college utilise the collected fees and govt. allotted purposefully under different heads as per the expenditure norms led by the Govt. These funds are utilised appropriately to cater the needs and requirements of the students.

The available fund is utilized transparently under the chairmanship of the Principal and concerned Bursar. A systematic plan is developed for each major spending; its profit and limitations are analysed and finally adopted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC contribute significantly for the quality assurance of the institution. IQAC has its own team members from among the senior teaching faculty who have wide experience in teaching and learning. IQAC apart from monitoring usual classroom activities, it promotes and propagates the quality development programme for teaching faculties by organizing seminars and webinars on current issues in collaboration with different departments of the college. The team members present themselves in different meeting and extend necessary assistance to the organizing groups in the activities like MO College Abhiyan, Formation of Alumni, Career counselling, NSS programme, NCC programme and YRC programmes. IQAC also holds its meetings frequently to discuss various issues pertaining to quality matters, quality monitoring and collaborations. It emphasizes on the use of ICT and participatory learning methods to enhance teaching learning process. It plans out the development of necessary infrastructure needed by the institute. The External members of the IQAC and President Governing body also play their role in planning and execution of the activities of IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC conducted Academic Audit every year to ensure appropriateness and review the teaching-learning process adopted by each department. As each subject has its own and unique content

areas which needs separate transactional strategy, approaches and methods of teaching. Modern methods along with technology integration approach are being frequently used by the different departments. Individual departments utilise the smart classroom setup for vivid presentation of pictorial contents, description of diagrams and others specific content areas. The methods like playway, narration-cum-discussion, story telling, dramatisation, experimentation, demonstration are being frequently used. It has its own whatsapp group for quick exchange of thoughts and sharing important messages.

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and records the improvement in various activities. Newly appointed teachers are trained to use ICT enabled classrooms, using e-resources for themselves as well as students. It is followed strictly as per the norms.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

This college has been adhering to the idea of gender equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. Our college is committed to educate and following the idea of gender sensitization among the student. Every year government provides various scholarships for the betterment of girl students. Our college constitutes an anti-ragging cell to create awareness among the students to assert their rights and to educate them about women empowerment. These cells are to create sensitization and empowerment. Wallposters and other circulars from the government consisting of warnings and information about stringent measures against women harassment and ragging is displayed in the college. Anti-sexual harassment cell has been taking special care about the girl students and trying to support in terms of instilling confidence among them while they face any types of problems within the campus or outside the campus. The aim of the institution is to make them aware of gender equality and empowerment in a broader sense. Another major objective of such activities is to expose the students to interpersonal relationship, equality and fraternity among the students. Girls NCC wing is present in this college.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

NA

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly,

A. Any 4 or all of the above

barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

This college is an inclusive Higher Education Institution in southern Odisha. In the campus, there is no difference or segregation on the basis of caste, creed and language. There is also the provision of undertaking by the student for their non-involvement in ragging. Self-defence for girls students is run under the Govt. scheme. A Cell for prevention of sexual harassment works in the college to look into the matters of harassment on the basis of gender disparity. The college has multilingual facilities. Students can opt for hindi, odia, english as their language subjects.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college organizes various programme to sensitize the students and members of the staff on constitutional obligations, values, rights, duties and responsibility. The students are required to wear college uniform to enter the campus. The college has discipline committee and internal squad to observe the indiscipline and violent activity of the students. Apart from the regular classroom interaction, the students are also participate in the celebrations of National Days such as Independence Day, Republic Day, the Constitution Day, the Voters Day, Vigilance week, Road safety week etc. The college is a smoking free zone. The employees and the students are restrained from consuming Tobacco, Smoking etc. Annual publication of magazine and articles thereof were based on instilling the sense of Human Rights, Ethical practices, Value inculcation. Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens is done.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is the extension of our home and all staff like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. The diversity in India is unique. Being a large country with large population, India presents endless varieties of physical features and cultural patterns. Institution celebrates / organizes national and international commemorative days, events and festivals like Independence Day, Republic Day, Martyr Day, Indian Constitution Day, Good Governance Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Community outreach programs undertaken by students to spread awareness on health and hygiene, and against superstitions in near by areas (tribal dominated) by organizing Street play, short drama

andrallies.

Popularization of Science and inculcating scientific bent of mind among students by involving students in exhibitions, field study, activity based learning and organizing seminar and symposia on regular basis.

Sensitization of students about Tribal culture and folk dance and Organic farming

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institute caters to development of tribal communities as the enrollment of students belonging to SC and ST communities is more than 75%. The number of students enrolled in each year is more than the sanctioned strength. Various scholarships are offered to needy students by the Government.

The institute puts lots of effort to promote sportsmanship and cultural value among the tribal students. A number of students perform very well in sports at intercollege meets and win accolades.

- Use of ICT and ICT tools in teaching learning process.
- Effective mentoring and counselling to ensure student centric education.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

This college is affiliated to Berhampur University. The curriculum is planned and designed by the University. However, the college prepares an action plan and academic operational calendar to implement the curriculum designed by the university. The basic purpose of this action plan and Academic Operational Calendar is to acquaint the students with the newly updated model syllabus and examination pattern coming under the CBCS model. While preparing an action plan for the implementation of curriculum, student's needs and interests are taken into consideration. Department-wise Teachers prepare lesson plans and daily progress reports. The lesson plans are shared with the students during introductory classes after the discussion in the department meeting. The Heads usually supervise the academic progress of the department. During classroom teaching, each teacher covers all the portions of the syllabus allotted to them by providing relevant study material to the students. The concerned teacher also provides a list of reference books to the students. After completion of the syllabus, doubt-clearing classes are held by the teacher. After the academic year has passed, teachers submit their lesson plans and progress reports to the principal. Each department also prepares a list of probable questions expected in the end-semester examination.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college regularly conducts mid-term examination / internal examinations for continuous assessment of students apart from semester examination. The college conducts mid-term examination covering 50% of the syllabus before each semester examination.

It gives enough time and scope to the students to address their deficiencies and to correct their mistakes. The absentee candidates are allowed to appear in the mid-Semester Examination within 1 week after of the said examination. The valued answer scripts of mid-Semester Examination are shown to the examinee with scoring key for their improvement. The faculty members frequently interact with their students in their respective departments to enhance the students' ability to learn.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

16

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Value and Ethics has been incorporated as part of the

curriculum by the affiliated university. It is taught to the students spread over six semesters. Besides this, workshop, seminar and programmes have been conducted to create awareness regarding gender equality, environment and sustainability development.

Feminism (GE -in POL SC) and Ethics (Core 5 in Philosophy) are part of curriculum.

Besides Environmental Studies and Disaster Management is taught as Ability Enhancement Compulsory Course across all streams of graduation.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

16

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
483	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
608	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
368	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The institution assesses the learning levels of the students through continuous and comprehensive evaluation and organizes special Programmes for advanced learners and slow learners. Students are not labeled as slow learners, instead their issues and challenges are addressed at group as well as individual level through mentor mentee classes. Departments organizes remedial classes /tutorials. Advanced learners are provided specialized resources to prepare for higher education.They are provided periodic pedagogic guidance and career counseling. They are encouraged to represent the institution in different state and national level competitions.</p>	

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1615	53

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution promotes experiential learning through different practical experiments in the lab by science students, English language students use language lab. Project work, field visit, outreach programme by students of all the streams and school experience programme by B.Ed. students are conducted. There is a compulsory elective paper in all programmes in the final semester under CBCS for dissertation work under the supervision of a faculty member.

Participatory learning - The students are encouraged to participate in team work, group interaction, peer learning, critical analysis. The students are also exposed to webinars, seminars, group discussion in their respective honours.

Problem solving methodologies are adopted to address problems especially in physical science and mathematics at the level of the students. Problems are discussed through Case studies discussion, Class presentations Debates within the department.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT enabled tools for effective teaching-learning process in power point mode and other e-platforms. ICT tools are used in classroom, online classes and online resources. The students interact through online mode on platforms like Google Meet and Zoom. Youtube is commonly used for listening to expert talks from reputed universities in different areas. The gap of learning in the classroom situation through verbal transaction are normally overcome by the intervention of ICT tools. The computer sets, laptops and smartphones are used by students as ICT tools. Some departments have desktop or laptop to facilitate knowledge transaction through online mode. The students are also allowed to prepare their PPT presentation in the department under the active consultation of the teachers. Online examinations and feedback mechanism is another best practices of ICT use in teaching learning situation.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

30

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

This institution is affiliated to Berhampur University, Ganjam. The examinations in this institution are governed by the University. The institution conducts internal examinations mid-semester as per the guidelines of the University. These internal examinations are conducted for post graduate and under graduate student twice in each academic session before the semester examinations. The scripts are evaluated by the teachers of concerned subjects and answer scripts are shared with students for feedback and improvement. Prior to this, the discussions about the students performance, writing patterns, recurrent mistakes are brought to the notice of the students.

Internal assessment Tests are conducted every semester covering 50 percent of the syllabus. The examination is conducted centrally by the examination section. The question pattern is set in the same pattern as that of the University examination. Re-test is conducted for the absentee students. Teachers are encouraged to keep different components in internal assessment such as presentation or assignment. The assessment process remains transparent as the modes of awarded marks are shared with the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

There is an examination section to deal with the grievances of the students with regards to internal examination / mid-semester examinations. The absentee students are allowed to take the same examinations in a suitable time later if they fail to appear mid-sem examination. There is a procedure that students are to apply to the principal in plain paper showing sufficient reason for their absence in the mid-sem examination. The college authority submits the marks to the University prior to the respective semester examination. The college authority preserves the answer scripts of the mid-term examination for one year from the date of examination for future references. Therefore, each student having grievance pertaining to internal examination are addressed effectively at the college level.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The academic programmes in the college are offered as per Berhampur University guidelines. The students are well aware of the programmes as per the graduate aptitudes. Programme Outcomes are displayed at prominent places of the college. Each honours department uses the Govt. approved model CBCS syllabus which includes Programme Specific Outcomes and course outcomes of three year degree course. The outcomes are discussed with the students at the level of different departments in the introductory classes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The programme outcome is evaluated through Mid-semester and end-semester written examination, presentations, assignments and dissertations serving as valuable feedback mechanisms for assessing the effectiveness of the course. The college promotes innovation by allowing students to take projects in collaboration with their faculty members, especially PG students. Students are encouraged to enroll in the value added courses which is given an edge to the students. Lesson plan and progress of the faculty members are verified by the Head of the institution periodically. Faculty members are encouraged to take refresher courses both in online and offline mode.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

471

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.govtcollegekoraput.ac.in/naac/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NIL

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

NIL

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

02

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

15

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

4

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

College organises many extension activities like programs conducted by YRC, NSS, and NCC units of the college. As a nodal college of the district, a district working committee meeting is held starting of each academic session. All extension activities or plan of action for the current year are discussed and decided by this committee. Accordingly, various programs such as blood donation camp, voluntary participation in cultural program like Ratha Yatra and plantation of sapling on the occasion of Vana-mahotsav have been organized. College provokes tobacco free health awareness and negative impact of social media under Yuva Sanskar program. Through this

programme, debate programmes are entertained to make aware of negative impact of social media on students.

Celebration of various important days like Youth day, Blood donation days etc. Major camps for volunteers and counselor are organized indistrict level study cum training camp and Zonal level cluster training camp.

The College has adopted six villages in which it spreads awareness ontransmitted diseases like dengue, malaria, no use of plastic to reduce soil pollution etc. under Unnat Bharat Abhiyan scheme of central government of India. Students from adopted villages are madeaware of social and enviornmental issues by making them participate via Quiz competetion and debate underSwachha Bharat Abhiyan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

15	
File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File
3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year	
3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
750	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.4 - Collaboration	
3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year	
1	
File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has adequate infrastructural and physical facilities for academic dissemination of knowledge. The college has two storied building with 04 blocks consisting administrative block, Arts Block, Commerce Block, Biological Science gallery and auditorium. Science departments are equipped with well stocked laboratory to carry out experiments. Department of English has Language Lab for the purpose of Communicative English. There are 6 galleries and 45 other rooms used for classrooms activities. Apart from these, there are 06 laboratories and other department staff rooms, stores, girls common room etc. NCC rooms along with library, conference hall are purposefully utilised for enhancement of knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate facilities for holding cultural activities, departmental celebration, seminar symposium. It has an open pandal for hosting annual ceremonies, different competitions and other activities. The institution has indoor Sports complex and yoga centre, huge sports field, a gym with modern equipments and articles. A big ground with necessary kits for Badminton, Cricket, Football etc are also available for outdoor games. Two big rooms with 400 seating capacity along with loud speaker, projector and stage also available to carry out cultural activities. Apart from this, there is also a govt. sponsored Self-defence programme for college girls organized in the girls hostel hall.

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File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

51

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.08

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

NA

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-

B. Any 3 of the above

resources	
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.4	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
80	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
The College has got a dedicated IT Lab for Computer Science Students as well as separate a English Language Lab. High speed internet is provided in Administrative Block, Biological	

Sciences block and Library. The bandwidth of internet is 100 mbps makes it easier for students to perform their works and assignments. All teaching staff member use the ICT Gallery classrooms with projector whenever needed. The Projector makes the students easier to learn through PPT than the traditional methods. For admission related works, a separate room called SAMS (Students Academic Management System) with 100 mbps fiber is provided. All the admission related work is completely performed online.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

48

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

12.64

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Each Science department has its own laboratory facility maintained by the respective departments. Laboratory equipments, apparatus, chemical and solvents etc. are procured at College level as per the requirement of various departments. The department maintains a separate stock register regarding the procurement and utilization of equipments, chemicals and solvents.

The College Library is operated by Assistant Librarian and other support staff. There is a Library Purchase committee consisting of a group of teachers who guide and supervise the operation of Library. Each teaching department sends the book list to the library as per their requirements and the library-in-charge procures those books from various book stores following the established procedures and guidelines.

The College has its own playground and indoor sports complex. There is an Athletic Association, consisting of a group of teachers who look into various sports related matters.

Different infrastructural facilities are put under staff members for maintenance and upkeep. There is a library committee to monitor the regular functioning of the library who report to the Principal in case of any requirement or problem. Similarly, HoDs are put in the charge of department laboratories.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

959

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
100	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
100	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

25

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

55

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

21

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college promotes curricular, administrative, co-curricular and extra curricular activities. The students selected from the institution level represent the college University level and state level as well. So the institution facilitates and encourages students in large scale to take part in NCC, NSS, YRC, Sports , awareness camps, debate, drama, literary activities, publications of college magazine, wall magazines for harbouring creative expressions of the young minds. At times, new innovative extra curricular activities were organized to instill creativity among the students.

Institution facilitates students' representation and engagement in various co-curricular and extracurricular activities through annual sports activities, various national as well as international day observance. Various extracurricular activities are organised and best participants awarded duly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Though the college does not have a registered alumni association, a few departments have such a body which intermittently meets and collaborates on several spheres. The college is in the process of registering its Alumni association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision and mission of the institution constitute in bringing about rounded individuals committed to building a better society which the college tries to implement by thrusting on such a value system from the very beginning of their career. The college shares its part of community responsibility by frequently spreading awareness programs in nearby villages. The college also has active NSS, YRC and NCC units through which students do their part of serving the society. Through incorporating Values and Ethics as part of curriculum, students are taught to be mindful of ethical values in their personality. Knowledge is considered as power in this institution therefore, activities organized to uphold and preserve diverse human resources, cultural heritage through stimulating a favourable academic environment. of the institution. To promote personality through holistic approach by inculcating a sense of ethical values through curricular and co-curricular inputs. To ensure the civic responsibility and social commitments for promoting creativity, sportsmanship and leadership qualities among the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The effective leadership is inculcated through the administrative acumen. Each department has the head of the department to perform the role of the team leader. The timely report progress and activities to the head of the institution. There are review meetings to instill the sense of involvement among the teachers in scholastic and non-scholastic activities. 16 departments perform their activities to democratically distribution of responsibilities. The Governance of the college are being reflected through mentoring under this provision. Each teacher discharges duties as a mentor of a group of students. Apart from this, there are proctorial classes which enables the faculty members to become close with the students to exchange views and thoughts freely. Each class of respective department has a student leader to extend help and create a rapport with students and teachers. Each teacher has been assigned with co-curricular duty apart from classroom teaching.

The effective leadership is visible in various institutional practices such as decentralization and participative management through the appointment various staff members in various activities of the institution. The responsibilities are divided under various heads, and three experienced staff members are appointed as Academic Bursar, Administrative Bursar and Account Bursar. The non-teaching staff members coordinate with the Bursars in the smooth functioning of the college. At the level of the departments, a few students are selected as representatives for their class who act as the bridge between the class and the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students Guidelines of Department of Higher Education, Govt. of Odisha e-admission system under SAMS is operated in the college. It is applicable for UG and PG courses. Human Resource Management For Management of Human Resources,

the college has formed the Career Counselling and Placement Cell. Staff Council, Accounts Bursar, Academic Bursar. The institutional Strategic/ perspective plan is effectively deployed. The plan is prepared in the presence of College Development Committee, analysed in front of all the staff members and implemented to the closest possible manner. The Principal remains the Chairperson in all these plans whereas the various Bursars offer suggestions in their concerned departments.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution works under Higher Education Department, Govt. of Odisha, Bhubaneswar. The policies, appointment, service conditions, administrative setup are conducted by the said department. This institution operates by the Govt. orders. So as per Govt. rules and regulation, service condition, personnel rules are given by the Govt. However, Several committees are formed for the smooth functioning and decentralisation of work under the supervision of the Principal or the Bursars who remain accountable to the former. The teaching faculties are selected by the Odisha Public Service Commission and appointed and posted by the Govt. to this college. Promotions and other service related issues are addressed at the govt. level.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The institution has an active Staff Club which acts as a platform for teaching as well as non-teaching staff to come together at various levels. The staff Club organizes farewell programs for the outgoing staff members. Several recreational activities are also conducted by the staff club from time to time. The institutions extends welfare schemes such as puja advance to non-teaching employee, GIS etc. Almost all welfare schemes are covered by Govt. of Odisha as it is Govt. institution.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year	
6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year	
0	

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

As the Institute functions under the Department of Higher Education, Government of Odisha, Personal appraisal system is implemented through HRMS. All teaching as well as non-teaching staff members though their HRMS accounts, patake in the Performance Appraisal System. The teaching and non-teaching employees of this college submit their personal Performance Appraisal Report (PAR) through online. The principal verifies and provides appropriate remark for performance rating. After these process, these PARs are submitted to the next Higher authority for next level of remark for onward forwarding. The appraisal system is regulatedby the Govt

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal and external financial audits at the level of departments regularly and periodically to bring transparence in the financial system of the institution. .

Internal financial audit is regularly conducted every year to

provide a feedback regarding the transaction and discrepancies, record maintainance, file maintainace, bills and vouchers, visit of accounts section, interaction with accounts personnel. The report is submitted to Principal for necessary consideration and review and provide appropriate feedback to the section concerned.

External financial audit are conducted by the Dept. of HE & A.G, Govt. auditors and chartered accountantat times. The Govt. has its own mechanism forfinancial transaction, transparency and accounting particularly these external audits find out the appropriateness of the expenditure incurred for the Govt. allotted funds. They submit report to the Dept. of Higher Education for their appraisal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has the strategy to mobilize the funds as per the Govt. guidelines. The college has a self-financing Computer

Science department. Apart from it, the college generates the funds through college fees under different heads like college development, college examination, athletic, magazine, library development, reading room, college union, drama club, YRC, ID card, Common room, Calendar, Time table and lesson plan, Furniture maintenance, NCC, Seminar, Laboratory Development, Project work, Registration fee, Recognition fee, Sports fee, CDC, Admission fee, Tution fee etc. These fees are already approved by th Govt. In respect of utilisation, the college utilise the collected fees and govt. allotted purposefully under different heads as per the expenditure norms led by the Govt. These funds are utilised appropriately to cater the needs and requirements of the students.

The available fund is utilized transparently under the chairmanship of the Principal and concerned Bursar. A systematic plan is developed for each major spending; its profit and limitations are analysed and finally adopted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC contribute significantly for the quality assurance of the institution. IQAC has its own team members from among the senior teaching faculty who have wide experience in teaching and learning. IQAC apart from monitoring usual classroom activities, it promotes and propagates the quality development programme for teaching faculties by organizing seminars and webinars on current issues in collaboration with different departments of the college. The team members present themselves in different meeting and extend necessary assistance to the organizing groups in the activities like MO College Abhiyan, Formation of Alumni, Career counselling, NSS programme, NCC programme and YRC programmes. IQAC also holds its meetings frequently to discuss various issues pertaining to quality matters, quality monitoring and collaborations. It emphasizes on the use of ICT and participatory learning methods to enhance teaching learning process. It plans out the development of

necessary infrastructure needed by the institute. The External members of the IQAC and President Governing body also play their role in planning and execution of the activities of IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC conducted Academic Audit every year to ensure appropriateness and review the teaching-learning process adopted by each department. As each subject has its own and unique content areas which needs separate transactional strategy, approaches and methods of teaching. Modern methods along with technology integration approach are being frequently used by the different departments. Individual departments utilise the smart classroom setup for vivid presentation of pictorial contents, description of diagrams and others specific content areas. The methods like playway, narration-cum-discussion, story telling, dramatisation, experimentation, demonstration are being frequently used. It has its own whatsapp group for quick exchange of thoughts and sharing important messages.

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and records the improvement in various activities. Newly appointed teachers are trained to use ICT enabled classrooms, using e-resources for themselves as well as students. It is followed strictly as per the norms.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the

D. Any 1 of the above

institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

This college has been adhering to the idea of gender equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. Our college is committed to educate and following the idea of gender sensitization among the student. Every year government provides various scholarships for the betterment of girl students. Our college constitutes an anti-ragging cell to create awareness among the students to assert their rights and to educate them about women empowerment. These cells are to create sensitization and empowerment. Wallposters and other circulars from the government consisting of warnings and information about stringent measures against women harassment and ragging is displayed in the college. Anti-sexual harassment cell has been taking special care about the girl students and trying to support in terms of instilling confidence among them while they face any types of problems within the campus or outside the campus. The aim of the institution is to make them

aware of gender equality and empowerment in a broader sense. Another major objective of such activities is to expose the students to interpersonal relationship, equality and fraternity among the students. Girls NCC wing is present in this college.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

NA

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

This college is an inclusive Higher Education Institution in southern Odisha. In the campus, there is no difference or segregation on the basis of caste, creed and language. There is also the provision of undertaking by the student for their non-

involvement in ragging. Self-defence for girls students is run under the Govt. scheme. A Cell for prevention of sexual harassment works in the college to look into the matters of harassment on the basis of gender disparity. The college has multilingual facilities. Students can opt for hindi, odia, english as their language subjects.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college organizes various programme to sensitize the students and members of the staff on constitutional obligations, values, rights, duties and responsibility. The students are required to wear college uniform to enter the campus. The college has discipline committee and internal squad to observe the indiscipline and violent activity of the students. Apart from the regular classroom interaction, the students are also participate in the celebrations of National Days such as Independence Day, Republic Day, the Constitution Day, the Voters Day, Vigilance week, Road safety week etc. The college is a smoking free zone. The employees and the students are restrained from consuming Tobacco, Smoking etc. Annual publication of magazine and articles thereof were based on instilling the sense of Human Rights, Ethical practices, Value inculcation. Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens is done.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

D. Any 1 of the above

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is the extension of our home and all staff like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with one's culture to have amicable relations and to maintain the religious, social and communal harmony. The diversity in India is unique. Being a large country with large population, India presents endless varieties of physical features and cultural patterns. Institution celebrates / organizes national and international commemorative days, events and festivals like Independence Day, Republic Day, Martyr Day, Indian Constitution Day, Good Governance Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Community outreach programs undertaken by students to spread awareness on health and hygiene, and against superstitions in near by areas (tribal dominated) by organizing Street play, short drama and rallies.

Popularization of Science and inculcating scientific bent of mind among students by involving students in exhibitions, field study, activity based learning and organizing seminar and symposia on regular basis.

Sensitization of students about Tribal culture and folk dance and Organic farming

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institute caters to development of tribal communities as the enrollment of students belonging to SC and ST communities is more than 75%. The number of students enrolled in each year is more than the sanctioned strength. Various scholarships are offered to needy students by the Government.

The institute puts lots of effort to promote sportsmanship and cultural value among the tribal students. A number of students perform very well in sports at intercollege meets and win accolades.

- Use of ICT and ICT tools in teaching learning process.
- Effective mentoring and counselling to ensure student centric education.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Opening of New UG and PG Courses. Increase the intake capacity of UG and PG courses.

Completion of the construction of the Academic Bulding.

Upgradation of science and computer laboratories

Completion of Compound Boundary wall.

Fresh Posting of Faculty members.