

2014-15

PANCHAYAT COLLEGE, BARGARH

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

PANCHAYAT COLLEGE,

1.2 Address Line 1

COLLEGE ROAD

Address Line 2

RUHUNIA

City/Town

BARGARH

State

ODISHA

Pin Code

768028

Institution e-mail address

pcbargarh@gmail.com

Contact Nos.

06646-233192

Name of the Head of the Institution:

BINOD KUMAR SARANGI

Tel. No. with STD Code:

06646-233192

Mobile:

9437345292

Name of the IQAC Co-ordinator:

DR. PANDABA BEHERA

Mobile:

9439946830

IQAC e-mail address:

pcbargarh@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879): ORCOGN12757

1.4 Website address:

www.panchayatcollege.in

Web-link of the AQAR:

<http://panchayatcollege.in/wp-content/uploads/2015/05/AQAR-2014-15.doc>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	76.00	2006	2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

20/07/2010

1.7 AQAR for the year (*for example 2010-11*)

2014-15

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR-2011-12 Dtd. 20/05/2015
- ii. AQAR-2012-13 Dtd. 20/05/2015
- iii. AQAR-2013-14 Dtd. 20/05/2015
- iv. AQAR-2014-15 Dtd. 20/05/2015

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

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

SAMBALPUR UNIVERSITY,
ODISHA

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

YES

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

05

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Promoting Quality Education Through enhanced use of information and Communication Technology

2.14 Significant Activities and contributions made by IQAC

- Formulation of plan of action and ensuring the execution of project
- Upgraded library by subscription to e-journals (EBSCO)
- More avenues for students to engage in community services
- Sensitizing students to ecological and environmental issues
- Seminars, conferences and invited talks arranged
- Empowering lady staff and students with life skills

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements

* Attach the Academic Calendar of the year as Annexure.

Plan of Action :

- Proposed to develop Air-conditioned smart room cum conference hall with Surrounding Sound system, Interactive Smart Board, LCD Projector using funds from UGC and State Govt.
- Proposed to develop Language laboratory to develop communication skills in the student
- Proposal to construct two classroom from state govt. funding
- Proposal to pursue strongly to get funding for construction of college Canteen from state Govt. Funding Scheme
- Proposal for construction of New Main Entrance Gate using state govt. funding
- Proposal to start Bachelor degree in Computer Science in the college
- Proposal to begin 100 seated Bachelor in Education (B. Ed) programme on self- financing basis
- Planning to switch over from Annual system to Semester System with Choice Based Credit System (CBCS)
- Proposal to upgrade the existing library automation system from old format to UGC recommended Library Management System
- Proposal to Launch a dynamic webpage of the college with updated data content
- Proposal to develop IQAC office for smooth conduct of quality assurance
- Proposal to pursue the state govt. to fill up the vacant teaching and non-teaching post

Achievements :

- ✓ Fund for Smart room cum conference hall sanctioned by State Govt. and construction is in full swing.
- ✓ Language Laboratory development by the expert from Advanced Language Communication, IIT, Kharagpur began.
- ✓ Construction of the classroom completed by the PWD, State Govt. of Odisha.
- ✓ Fund received for college canteen and construction work is in full swing.
- ✓ Architectural Plan for construction of Main Gate of college is in progress by PWD.
- ✓ Proposal to open B. Sc Computer Science is under consideration by the authority of the State Govt.

- ✓ Proposal submitted to NCTE and B. Ed Programme may start from the coming session.
- ✓ Choice Based Credit System will be implemented from the coming session.
- ✓ Library automation up gradation is in full swing.
- ✓ A dynamic webpage with updated data content has been launched.
- ✓ Construction work of the new library block is in progress.
- ✓ IQAC office room construction completed.
- ✓ Twelve new teaching faculty members were appointed by Department of Higher Education, Odisha.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

Management approved the plan of action after a detailed discussion with college authorities and formal sanction was given.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	04	00	00	00
UG	11	00	00	00
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	15	00	00	00
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	15

1.3 Feedback from stakeholders*

(On all aspects)

Alumni ☒ Parents ☒ Employers ☐ Students ☒

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

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

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

The Board of Studies and Academic Council of the university update the syllabi from time to time

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	44	15	-	-

2.2 No. of permanent faculty with Ph.D.

11

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
19	25	10	05	-	-	-	-	29	30

2.4 No. of Guest and Visiting faculty and Temporary faculty

12

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	02	-
Presented papers	01		
Resource Persons	-	-	-

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

- 1) ICT is introduced by the college in teaching and learning.
- 2) To teach the students in a more illustrative and understandable way, teachers are using laptops, LCD projector in the class room. Certain departments are using different academic software for advanced learning of their students.
- 3) The Principal encourages the teachers to participate in Refresher Courses, seminar etc for faculty improvement.
- 4) Regular educational excursions in Botany and Zoology Departments are held.

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

246

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

Yes

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

-	07	-
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2.10 Average percentage of attendance of students

68

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	202	13	19	42	39	87.6
B.Sc	125	52.6	58.95	21.05	20	76
B.Com	88	6.25	6	56.25	37.75	72.7
MA	24	Yet to be declared.				
M.Sc	02					
M.Com	16					

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

The Teacher –In- Charge and Departmental heads meet at the beginning of each session to prepare the Annual Plan. The IQAC provides its report of the academic performance of the college so that the Principal can act on it. The IQAC takes Student Feedback from outgoing students and gives a report to the Teacher In Charge.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	05	Nil	Nil
Technical Staff	20	14	Nil	01

Criterion – III

3. Research, Consultancy and Extension

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

1. IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/DST/DBT etc.
2. The college authorities provide all necessary infrastructural support including space for carrying out research work.
3. The students at their final year of graduation are also required to submit a paper as their project work, where teachers of different departments supervise the work of the students.
4. Final Year P.G students of Department of Odia prepare a field report as a part of their curricular activity.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	02	-	01
Outlay in Rs. Lakhs	-	-	-	27 Lacs

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	03	-	-
Outlay in Rs. Lakhs	-	8.5 Lacs	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	03	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	02	UGC and ICSSR-	-	-
Minor Projects	03	UGC	7.3	5.69
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="-"/>	State level	<input type="text" value="35"/>
National level	<input type="text" value="07"/>	International level	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="06"/>	
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="04"/>	Any other <input type="text" value="-"/>

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

- Tree Plantation
- Awareness camp for Forest Conservation
- AIDS Day Awareness Rally
- Blood Donation Camp
- Swachha Bharat Abhijan
- Education Day Workshop
- Zonal Level Red cross Training
- Human Rights Day

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20,2300Sq.Mtr	00	NA	20,2300Sq.Mtr
Class rooms	21	03	State Govt	24
Laboratories	08	04	State Govt	12
Seminar Halls	01	00	NA	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	01	02	UGC and State Govt	03
Value of the equipment purchased during the year (Rs. in Lakhs)	8.5	11.06	UGC and State Govt	19.56
Others	-	-	-	-

4.2 Computerization of administration and library

- Library Automation is in progress.
- New Dynamic Webpage have been lunched
- Account section is fully computerised.
- Admission is fully automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	42,581	-	252	1,16,129/-	42,988	
Reference Books	8028	-	245	90,000/-	8118	
e-Books	-	-	-	-	-	-
Journals	09	-	05	-	14	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	23	01	09	Nil	01	01	10	-
Added	16	-	02	01	Nil	Nil	Nil	-
Total	39	01	11	01	01	01	10	-

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

No such training programmes were undertaken by the College, but the college has provided internet facility to Departments (07). Teachers and a portion of students have benefitted by that. The college has its own software for admission and maintenance of database. The college has its own website.

4.6 Amount spent on maintenance in lakhs :

i) ICT

0.25 Lac

ii) Campus Infrastructure and facilities

5.7 Lacs

iii) Equipments

2 Lacs

iv) Others

0.7 Lac

Total :

8.65 Lacs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC arrange special meeting with faculty members in charge of Grievance Redressal Cell, Equal Opportunity Cell, Remedial Coaching, Career Counselling Cells, Net Coaching, Women Harassment cell, Library Staff and Anti-Ragging cell and impress upon them to improve awareness among the students.
- IQAC also put information regarding various support systems on the Notice Board and College Website time to time.
- College Calendar and College Magazine are also available on the website.

5.2 Efforts made by the institution for tracking the progression

Tracking of students' progression is done at the departmental level. All departments hold Three Unit Tests before promoting a student for University Examination. IQAC periodically hold meeting to assess the academic progress with the concerned department if any problem arise.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1669	87	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
1085	59.3

Men

Women

No	%
671	39.7

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
477	266	173	686	06	1608	498	312	186	755	05	1756

Demand ratio: 1:5

Dropout % : **22.31%**

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

- i. Entry into Service (UGC sponsored)
- ii. NET/SET Coaching (UGC Sponsored)
- iii. Career Counselling

No. of students beneficiaries

287

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Career Counselling Cell regularly guides the students for various competitive examinations like Banking, Railways, PSUs, Academics, and Administrative etc. The students with interest to pursue higher studies are provided with previous questions papers and are guided through discussion in special sessions. NET/SET Coaching for NET aspirants avail regular coaching in the college through UGC assisted NET/SET coaching cell.

No. of students benefitted

245

5.7 Details of campus placement :

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Pepsi Beverage Pvt. Ltd	13	07	No Record

5.8 Details of gender sensitization programmes

- The college has a sexual harassment cells which take serious view on gender related issues.
- The faculty members remain vigilant of any such incident inside the college campus.

5.9 Students Activities

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

State/ University level

10

National level

-

International level

-

No. of students participated in cultural events

State/ University level

01

National level

-

International level

-

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

02

National level

-

International level

-

Cultural: State/ University level

01

National level

-

International level

-

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	-	-
Financial support from government	593	Rs.25,45,290/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives: Nil

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Demand for Indoor Game Complex : Redressed
- Gymnasium: Not Redressed
- Fitness Centre: Not Redressed
- Health Care Centre: Not Redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Panchayat College aspires to have a transformational impact on students of various backgrounds enabling them to discover their inner potentialities through comprehensive education by inculcating qualities of human values, competence, confidence and excellence.

Mission:

- ❖ To instil scientific zeal and develop skilled human resource to contemporary challenges.
- ❖ To facilitate young adult learners with opportunities to hone their ethics, multidimensional personalities and leadership potential.
- ❖ To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues.
- ❖ To build up conscious, law abiding, responsible and knowledgeable citizens

6.2 Does the Institution has a management Information System

NO

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

6.3.1 Curriculum Development

Eight numbers of Associate Professors of the college are members of Board of Studies of the Sambalpur University. The BOS are the statutory bodies' responsible for development of curriculum for Undergraduate .courses.

6.3.2 Teaching and Learning

Every department is encouraged to use LCD projectors and White Boards for improvement of Teaching – Learning Processes. They are also encouraged to conduct seminars in the department regularly.

6.3.3 Examination and Evaluation

The college will Implement the Choice Based Credit System (CBCS) from the coming session and examination will be held through semester system.

6.3.4 Research and Development

- Three UGC funded Minor projects are going on in the college (PIs: Mr. C.R Sahu and Mr. Umsesh Mohapatra from Dept. of English and Mr. Nakul Seth from Dept. of History).
- One DST sponsored Fast Track Project (Young Scientist) : Dr. Iswar Baitharu, Dept. of Zoology is under consideration.
- Dr. Mahendra Kumar Dash, Dept. of Political Science, running two projects : One UGC Major Project and One ICSSR sponsored in collaboration with faculties at P.G Dept. of Political Science and Public Administration, Sambalpur University, Odisha.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library Automation is going on and will be completed shortly.
- All departments have LCD projectors, Podiums and Sound system in their classroom.
- Smart Classroom with ICT Facility developed to be used by the all faculty members.
- Language Laboratory has been developed to improve the communication skill of the students.
- A numbers of sophisticated laboratory equipments have been added to the Science labs.
- A new laboratory complex building is ready to be furnished.
- Library reading room facility developed.

6.3.6 Human Resource Management

New faculty members having computer proficiency are given several crucial academic and administrative responsibilities.

6.3.7 Faculty and Staff recruitment

- Twelve new staff have been appointed on Ad-hoc basis by the Department of Higher Education, Govt. of Odisha.
- Twelve number of guest lecturers are appointed by the college authority for smooth completion of courses.

6.3.8 Industry Interaction / Collaboration

No Industrial Interaction has been done.

6.3.9 Admission of Students

Admissions into all undergraduate courses are carried out under e-admission through Student Admission Management System (SAMS). Admission into post graduate studies are done on the basis of aggregate marks in the qualifying examination. The students having honours at degree level are given first preference in their respective subjects

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance, Cash incentive for paper presentation, Pension Scheme
Non teaching	Medical Insurance, Loan facility, PF, Pension Scheme
Students	Social Service guild

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	12	04	Nil	00
Administrative	20	14	Nil	01

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☐

No

☐

For PG Programmes

Yes

☐

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable.

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

Not Applicable.

6.11 Activities and support from the Alumni Association

Alumni members met the education minister and requested the government to fill up the vacant teaching and non-teaching post in the college.

Alumni also help the college authority to solve issues related to land disputes.

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher association meeting is conducted where the parents are informed about the progress of their wards. They are also requested to take interest in the study of their wards at Home.

6.13 Development programmes for support staff

The support staffs are encouraged to use computer available in the college and in the office as the college admission is totally computer based. There are two computer technicians in the college and the support staffs are taking computer training from them.

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

- Tree Plantation to make the campus Green
- Maintenance of gardens,

Criterion – VII

7. Innovations and Best Practices

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

- i. Beginning of career counselling with the support of UGC
- ii. Self defence Training for girls students

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

Plan	Action Taken
Proposed to develop Air-conditioned smart room cum conference hall with Surrounding Sound system, Interactive Smart Board, LCD Projector using funds from UGC and State Govt. Fund	Fund allocated and Smart Room Work Completed.
Proposed to develop Language laboratory to develop communication skill in the student	Language laboratory development under construction by Experts from IIT, Kharagpur, West Bengal
Proposal to construct two classroom from state govt. funding	Construction work completed by PWD, State Govt. of Odisha
Proposal to pursue strongly to get funding for construction of college Canteen from state Govt. Funding Scheme	Fund Allocated from State Govt. and Construction work is in full swing by PWD
Proposal for construction of New Main Entrance Gate using state govt. funding	Design yet to be Developed
Proposal to start Bachelor degree in Computer Science in the college	Planning under consideration
Proposal to begin 100 seated Bachelor in Education (B. Ed) programme	Proposal Submitted to State Govt., and NCTE
Planning to switch over from Annual system to Semester System with Choice based Credit System	Will be implemented from coming session
Proposal to upgrade the existing library automation system from old format to UGC recommended Library Management System	Up gradation and Database generation going on
Proposal to Launch a dynamic webpage of the college with updated data content	Webpage developed and launched
Proposal to develop IQAC office for smooth conduction quality assurance	New IQAC Office started functioning
Proposal to pursue the state govt. to fill up the vacant teaching and non-teaching position	Under Process

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

1. Empowerment of women and all round development of students.
2. Quality promotion through IQAC-Quest for excellence.

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

7.4 Contribution to environmental awareness / protection

1. Awareness Campaign on “Say No to Polythene”
2. Rallies to generate awareness on Forest Conservation

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Weakness:

- i. Lack of sufficient regular teaching staff
- ii. Vacancy of Physical Education of Teacher

8. Plans of institution for next year

1. Planning to implement Choice Based Credit System through Semester pattern of examination.
2. Introduction of Vocation courses in the college
3. To Develop Wi-Fi Campus Facility
4. Planning to give proposal for construction of an auditorium of 500 seating capacity
5. Biometric attendance system to manage faculty and staff properly
6. Establishment of a computer lab
7. Initiate the formal process and admission of students to B.Ed Courses
8. Planning to submit a proposal for construction of Gymnasium
9. Planning to begin a new girl wing of NSS Unit

Name: DR. PANDABA BEHERA,



Dt.20.5.2015

Signature of the Coordinator, IQAC

Name: BINOD KUMAR SARANGI, dt.



Dt.20.5.2015

Signature of the Chairperson, IQAC

Abbreviations:

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

ANNEXURE: I

BEST PRACTICE-I

1. Title of the practice-Stakeholders' Relationship.

2. Objectives of the practice

The objectives of the practice is to enhance quality of teaching to attract and retain students, to enhance their performance and to meet their expectations of learning.

3. The context

With the changing scenario in which there is a growing tendency of inclination of the stakeholders towards general education. Hence it is a challenge for all to provide them with quality education so as to sustain their interest.

4. The practice

A number of good practices are adopted by the college to maintain the stakeholders' relationship. These are:

- The students as well as stakeholders are provided equal opportunities to put forth their demands and suggestions for the welfare of the institution.
- The University is given feedback from time to time in matters relating to courses which is based on the feedback from the students and other stakeholders.
- The college has its own committees to look after the academic, co-curricular and administrative activities.
- Senior faculty members of the staff are also the members of the Board of Studies, Conducting Board and other Academic Committees of Sambalpur University.
- In addition to the existing facilities like the laboratories and the library steps are being taken for further expansion and augmentation. Facilities like e-journals, modern equipments for quality improvement are provided.
- The institution organizes National Seminars, Remedial classes for weaker students, NET & SET classes, Equal Opportunity Cell, Entry Into Service Cell.
- The institution promotes social responsibilities and citizenship roles by conducting College Election to the Students' Union and allowing them to function independently by organizing Cultural Show, Annual Day & Athletic Meet.
- The institution has Proctorial System, Monthly Unit Test, Seminar, Group Discussion and Campus Placement to attract and retain students.

- To meet their expectations of learning, the institution has introduced career guidance programme.
- Campus discipline, placement of students are the major attraction for the students as well as their parents.

5. Evidence of success

The institution determines the students satisfaction on the basis of applications received for different courses and low dropout rates.

6. Problems encountered and resources required

- The infrastructure and man power are inadequate to implement all the plans and programme.
- Inability to contact to involve a large number of old students (alumni) in the decision making process.

7. Notes

- Inculcating a value system among students.
- Feedback from all stakeholders.
- Updating innovative teaching learning and evaluation methods.
- Promoting the use of technology.
- Quality promotion through IQAC-Quest for excellence.

ANNEXURE: II

BEST PRACTICE-II

1. Title of the Practice: Empowerment of women and all round development of studies.

2. Goal:

The primary objectives of this practice is to bring about a total development of the personality of the students and prepare them as better citizens of the society and meet greater challenges in their lives. Keeping in mind the need of the hour, facilities for Women Empowerment are also undertaken.

3. The Context:

In modern times it is observed that physical education is a neglected area, for which the educated youth of today has a truncated growth. Hence the need for physical training like Yoga to build up the all round personality with proper emphasis on physical and spiritual dimensions of life are the need of the hour similarly women who are traditionally regarded as the weaker sex need to be trained up properly to participate equally and fearlessly in the Social Development. To cater to these needs, special courses in yoga and physical training for women, are imparted in the college.

4. The Practice:

A number of good practices have been introduced in the college for physical training and women empowerment. These are:

- The students are encouraged and to attend yoga and physical training classes regularly.
- Yoga camps are organized in the college & hostel premises at regular intervals under the supervision of a qualified yoga master of Bihar School of Yoga (Munger).
- The college is the Nodal Centre in the District of Bargarh to provide Self-Defence Training to women participants in the college.
- Women participants of the college are groomed as trainers to provide training in other colleges in the Districts.
- The N.S.S. Unit of the college organizes camps to create social awareness & spread socially relevant messages in the nearby areas.

5. Evidence of Success:

The yoga and physical training helps the students to increase their skill and performance in the sporty activities which helps them to get entry into jobs in the police, military and Para-military

services. Self- Defence Training for Women is a programme that has received wide appreciation from the public and alumni.

6. Problems encountered and Resources required:

The college has a locational disadvantage which discourages greater participation of women in the self-defence training and lack of separate infrastructural support to provide a gender specific training in a co-educational environment. Vacancy in the position of a Physical Education Trainer (PET) for a long time in the college has its negative impact on the greater participation and improvement of the skills of students.

7. Note:

The college motivates the students to have increased involvement and participation in the empowerment of women and all round development of students programmes. The college has also plans to enrol maximum students in such courses in future.

Any additional information regarding innovative and best practices which the institution would like to include.

- The institution has a Governing Body comprising members from the college, State Govt. administration, and People's representative, eminent persons from the district for planning, implementation and evaluation of academic and developmental programmes.
- The administrative, Academic and Accounts Bursar look into matters relating to the respective aspects of the college.
- As a part of e-governance, e-admission is introduced in the college. As a part of the system of admission a help desk is there to help the applicant. After the admission an Induction class is conducted to apprise the newly admitted students about the course, college administration and other related information regarding the institution.

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