



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	
Name of the head of the Institution	Dr. (Smt.) Kamal Prava Kapani
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06646233192
Mobile no.	9437647744
Registered Email	pcbargarh@gmail.com
Alternate Email	panchayatcollegeexam@gmail.com
Address	At/Post- Bargarh
City/Town	Bargarh
State/UT	Orissa
Pincode	768028
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Pandaba Behera
Phone no/Alternate Phone no.	06646233192
Mobile no.	9439946830
Registered Email	pcbargarh@gmail.com
Alternate Email	iqacpcb2016@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://panchayatcollege.in/wp-content/uploads/2023/08/AQAR-2016-17.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://panchayatcollege.in/wp-content/uploads/2023/08/Academic-Calendar-2017-18.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	76.00	2006	05-Nov-2006	04-Nov-2011
2	B+	2.58	2016	21-May-2016	20-May-2021

6. Date of Establishment of IQAC	20-Jul-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Faculty Orientation	29-Aug-2017	56

Programme on CMS	1	
Workshop on Research Methodology for PG Students	18-Oct-2017 1	76
Students Feedback on the performance of the teachers	10-Mar-2018 3	180

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dept. of History, Panchayat College	National Seminar	ICHR	2017 2	60000
Panchayat College	RUSA	RUSA	2018 365	10000000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

> Opening of PG Courses in Zoology, English, Economics, and History with 16 Seats each > Steps Taken for Automation of Library >Fitting of Furniture and Fixture in two new labs i.e. Zoology and Physics >Institutional Registration for Inflibnet > Purchase of CBCS books for the Library

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

Plan of Action	Achivements/Outcomes
Utilization of RUSA fund for furnishing of new labs	New labs for Zoology and Physics were furnished with furniture and fixtue.
Students enrichment programmes	Students seminars, National Seminars, and extramural lectures were organised.
Purchase of CBCS books	Three thousand one hundred and seventy-nine CBCS books were purchased during this academic year
Strict Adherence to CMS	CMS was followed by faculty members
Internal audit	Internal audit (both academic and accounts) was conducted in February.
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

20-Mar-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

It is a Govt. college under the administrative and financial control of Govt of Odisha. The college is affiliated to Sambalpur University, and all examination process is under the control of Sambalpur University. Our college has various modules of management information systems currently operational, which are listed below 1. Administration(HRMS PIMS) 2. Finance and Accounts(HRMS IFMS) 3. Students Admission and Support(SAMS) 4. Lokseva, Sambalpur University HRMS: Human Resources Management System

(HRMS) is the flagship project of the Center for Modernizing Government Initiative under the General Administration Department, Government of Odisha. All employees of our College are registered in the HRMS database. HRMS software automatically prepares all accounts and registers of an employee, like Service Book, Leave Account, Loan Account, Salary Account, Incumbency Chart etc., retrieving relevant transaction data. PIMS: With Personnel Information Management System (PIMS) module. IFMS: The Finance Department, Government of Odisha, runs Integrated Financial Management System. Our college uses this portal for the smooth conduct of all financial issues. Salary and arrear bills are prepared through this portal. SAMS: Student Academic Management System (SAMS) is an integrated Academic Management System and comprehensive tool for students/parents, and administrators of our college to overcome the challenges in the process of college admissions and postadmission processes. The entire college admission process(UG) is digitized in SAMS, starting from Application, Selection, and Intimation admission for hardware connectivity architecture. Also, this portal is used to issue CLC and Icard. Lokseva portal of Sambalpur University: It is used for student enrollment, form fillup, entry of marks, publication of results etc. College is a wifi campus. Students and staffs have free access to the Internet.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to Sambalpur University. Thus, all syllabi are prepared by the University. Some faculty members of the college are members of the Board of Studies of the University and participate in the preparation of Syllabi. Action taken plan for effective curriculum implementation is done by the college. All academic programmes run as per instruction in the common minimum standard (CMS) published by the higher education department. The examination calendar prepared by Sambalpur University is followed throughout the year. At the beginning of the academic session, a student induction-cum-counselling programme was conducted to explain the objective and learning outcome of each course. A master timetable was prepared at the beginning of the

academic session, reflecting stipulated theory, practical, and tutorial classes of all subjects. The timetable is displayed on the notice board of all departments reflecting the faculty name. All faculties plan their allotted course according to the time frame. Attendance of students is maintained strictly by all teachers. The monthly attendance of all students is displayed on the notice board. The syllabus of each paper is completed within the stipulated time period, including mid-semester examination. The faculty members guide the project work of students. Special classes are conducted for slow learners. Students are encouraged to use the e-learning processes available. They maintain the academic temperament of the students through weekly seminars, extramural lectures, study tours and academic visits organized regularly. Student feedback on academic activities and overall experience in college is regularly collected. Mentor-mentee system is well-operated in the academic system of our institution.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Zoology	10/07/2017
MA	Economics, History, English	10/07/2017
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Odia, Hindi, Sanskrit, Education, Economics, Political Science, Psychology,	01/07/2016
BCom	Commerce (Accounting)	01/07/2016
BSc	Physics, Chemistry, Botany, Zoology, Mathematics,	01/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Self Defence for Girl Students	11/10/2017	210
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Teacher Education	98
BCom	Accounting	119
MCom	Accounting	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>The feedback was obtained in the prescribed format of the Institute from stakeholders. Then the feedback is analyzed based on different parameters. The result of the feedback was discussed in staff meetings and utilized for the improvement of the teaching and learning process. The weak students were given extra coaching for their academic upliftment. Feedback is also collected from the stakeholders on the overall facilities of the college. Respective officers in charge of different facilities like libraries, smart classrooms, etc, are advised to solve the issues related to the system for a better academic environment for the students. Parents' feedback was also discussed in staff meetings and accordingly, steps are taken to improve the academic attainment of students.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Odia, Hindi, Sanskrit, Education, Economics, Political Science, Psychology	268	1432	268
BCom	Commerce (Accounting)	141	1152	131
BSc	Physics, Chemistry, Botany, Zoology,	159	1380	143

	Mathematics			
MA	Odia, English, History, Economics, Political Science	80	210	73
MCom	Accounting, Finance, Marketing	16	60	15
MSc	Mathematics, Zoology	24	90	24
BEd	B.Ed.	50	772	49
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1695	158	27	0	35

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
62	32	32	6	1	0
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Proctorial system/mentor-mentee system is well-operated in the college. Each teacher is assigned a small group of students to look after their academic development and problem encountered on the college campus. Monthly meetings are held between the mentor and mentee, and feedback is recorded. The mentors' role is to listen to the academic or other related issues of their respective mentees or identify the cause for each, prioritize, and then make possible efforts to resolve to facilitate them to continue with hassle-free academic pursuits. The mentors also inform the parents over the telephone or in PTA meetings in case one is misled or needs special attention.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1853	62	1 : 30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
66	27	39	8	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NA	Final Year	12/03/2018	19/05/2018
BCom	NA	Final Year	12/03/2018	19/05/2018
BSc	NA	Final Year	12/03/2018	19/05/2018
MA	NA	4th Sem	24/04/2018	25/08/2018
MCom	NA	4th Sem	24/04/2018	25/08/2018
MSc	NA	4th Sem	24/04/2018	25/08/2018
BEd	NA	Final Year	18/04/2018	23/05/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Besides the Term End Examination (Conducted by Univ.) the College conducts Unit Tests and Internal Assessments of each student. Surprise tests and previous years question paper discussions in the class are regularly conducted by the teachers. The students are given feedback on the basis of their achievement and their academic progress is recorded continuously by each department. Besides, their attendance in each class is also taken into account and the parents of the students having less percentage of attendance are informed.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar is prepared by the Department of Higher Education, Govt. of Odisha, every year. The examination calendar is prepared by Sambalpur University, the affiliating university. The academic calendar of the college is prepared taking to account the above calendars. Mid-semester examinations and other academic activities are conducted strictly following the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://panchayatcollege.in/wp-content/uploads/2023/07/PO-and-PSO-2017-18.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	English, Odia, Hindi, Sanskrit, Education, Economics, Political Science, Psychology	240	220	91.66
NA	BCom	Commerce (Accounting)	119	102	85.71
NA	BSc	Physics, Chemistry, Botany, Zoology, Mathematics	138	128	92.75
NA	MA	Odia, English, History, Economics, Political Science	9	9	100
NA	MCom	Accounting, Finance, Marketing	11	11	100
NA	MSC	Mathematics, Zoology	6	6	100
NA	BEd	B.Ed.	49	48	97.95
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2.7 – Student Satisfaction Survey

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

http://panchayatcollege.in/wp-content/uploads/2023/08/Student_Satisfaction_Survey2017-18.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Odia	1	0
National	History	4	0
National	Psychology	5	0
International	Botany	2	4.63
International	History	10	5.87
International	Teacher Education	1	4.01
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology	1
History	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Some Traditional Ethnomedicinal Plants Used for Child Healthcare in Bargarh District of Western Odisha (India)	Sunil Kumar Sen	World Journal of Pharmaceutical and Medical Research	2017	0	Panchayat College, Bargarh	0
Ethnomedicinal Uses of Some Aquatic Plants In Bargarh District of Western Odisha (India)	Sunil Kumar Sen	World Journal of Pharmaceutical and Medical Research	2018	0	Panchayat College, Bargarh	0
Sambalpurare Odia Bhasa Andolan	Sesan Bisi	The Gouraba	2017	0	NA	0
Evaluation of Internship in Secondary Teacher Education Programme under Sambalpur University	Janmajaya Padhan	An International Refereed Research Journal	2018	0	Sambalpur University	0
Place names reflected in the Tunga inscription	Nakul Seth	IRJMSSH	2017	0	Panchayat College, Bargarh	0
Place names of Nandas	Nakul Seth	IJCRT	2018	0	Panchayat College, Bargarh	0
Place names in the inscri	Nakul Seth	JETIR	2018	0	Panchayat College,	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	8	2	0
Presented papers	0	6	0	0
Resource persons	0	2	0	2
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cadets planting tree during district level Banamahostva	NCC Unit of Panchayat College	6	35
National Youth Day Celebration	Red Cross Unit of Panchayat College	4	132
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Parade (NCC) on 71th district level Independent Day celebration	1st Position	District Admiistration	42
Parade (NCC) on 69th district level Republic Day celebration	2nd Position	District Admiistration	44
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NCC Unit of Panchayat College	Rally on Swachha Bharat and village cleaning program in Ruhunia, Odisha	4	56
Awareness Programme	Red Cross	(1) Teacher make awareness regarding the bad effects of insecticides and wrong use of chemicals in our day to day life (2) Eassy competition	6	72
AIDS Awareness	Red Ribbon Club	A rally was organised. Volunteers make awareness regarding the non-communicable disease like AIDS	5	38
International Womens Day Celebration	NSS Unit of Panchayat College	A. meeting was held in hall number 11.	10	120
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100	100

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NA	Nil	NA	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	44048	132144	3179	547632	47227	679776
Reference Books	8191	3276400	0	0	8191	3276400
Journals	56	672000	0	0	56	672000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	72	2	0	0	0	2	17	200	0
Added	20	0	0	0	0	0	0	0	0
Total	92	2	0	0	0	2	17	200	0

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

200 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
11	11	89	89

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

Proposal for maintenance of college infrastructure is sent to Dept of R B, Govt. of Odisha. After approval from Govt. maintenance work is undertaken by the R B dept. under the supervision of the college administration.

<http://panchayatcollege.in/wp-content/uploads/2023/08/Maintenance-Policy-Procedure.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Prerana Post Matric Scholarship	747	4165333
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
English Communication and Soft Skill Development	04/07/2017	24	Internal Agency (College)
English Communication and Soft Skill Development	09/10/2017	24	Internal Agency (College)
English Communication and Soft Skill Development	08/01/2018	24	Internal Agency (College)
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	MSc	ZOOLOGY, MA THEMATICS	SAMBALPUR UNIVERSITY, G M UNIVERSITY	MPhil, Ph.D
2018	4	BCom	COMMERCE	SAMBALPUR UNIVERSITY,	M.Com

				UTAKAL UNIVE RSITY,RAVENS HAW UNIVERSI TY,GM UNIVER SITY,NIT ROURKELA,	
2018	0	MCom	COMMERCE	SAMBALPUR UNIVERSITY, UTAKAL UNIVE RSITY,RAVENS HAW UNIVERSI TY,GM UNIVERSITY	MPhil,Ph.D
2018	10	BA	ODIA,ECONI MICS , ENGLISH, OSYCHOLOGY, EDUCATION, HISTORY, POL TICALSCIENCE ,HINDI	SAMBALPUR UNIVERSITY,G M UNIVERSITY	MA
2018	0	BA,BSc,MSc ,MA	PHYSICS,CH EMISTRY,MATH EMATICS,BOTA NY,ZOOLOGY,O DIA,ECONIMIC S , ENGLISH, OSYCHOLOGY, EDUCATION, HISTORY, POL TICALSCIENCE ,HINDI	NAGRJUN UN IVERSITY,PT. RAVISHANKAR SHUKLA UNIVE RSITY,CENTRA L UNIVERSITY OF ODISHA,SA MBALPURUNIVE RSITY	Bed
2018	16	BSc	PHYSICS,CH EMISTRY,MATH EMATICS,BOTA NY,ZOOLOGY	SAMBALPUR UNIVERSITY, UTAKAL UNIVE RSITY,RAVENS HAW UNIVERSI TY,GM UNIVER SITY,NIT ROURKELA,	MSc
2018	7	MA	ODIA,HISTO RY,POLTICAL SCIENCE,ECNO MICS	SAMBALPUR UNIVERSITY,G M UNIVERSITY	MPhil,Ph.D
2018	9	BEd	Teacher Education	SAMBALPUR UNIVERSITY, OSOU, FM UNIVERSITY BALASORE, IGNOU	MA,M.SC

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

Items	Number of students selected/ qualifying
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NET	3
Any Other	5
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Run(100,200,400,800) Long jump ,short put ,high jump ,discuss throw, javelin throw	college level	423
Annual dramatic function	college level	49
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	NIL	National	Nil	Nil	NA	NA
2017	NIL	Internat ional	Nil	Nil	NA	NA
2018	NIL	National	Nil	Nil	NA	NA
2018	NIL	Internat ional	Nil	Nil	NA	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

For the successful completion of numerous programs, the student council performs significant roles. Additionally, the student union actively participates in a variety of educational and social outreach programmes. In order to advance the institution, the colleges Red Cross Society, NSS, and NCC wing frequently organize different initiatives including blood donation drives, public awareness campaigns, college cleanliness drives, etc. One student representative is a member of the colleges IQAC body and participates actively on behalf of the college students in the overall growth of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

56

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

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

At the beginning of the academic year and extra-curricular activities of the college were assigned to the various faculties under different portfolios, in accordance with their abilities, and given the freedom to take decisions and function independently. Regular meeting of staff council and IQAC was held to take the views of staff members in the decision-making process and The Heads of the Department were given the sole responsibility to see over the interests of their respective Departments.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As an affiliated institution under Sambalpur University (SU) and governed by the Department of Higher Education (DHE), we are following Model Choice Based Credit System (CBCS) syllabus prescribed by the DHE and Revised by SU catering to the Regional requirements. Many of our faculty members are part of the Board of Studies (BoS) constituted by SU and take an active part in curriculum development.
Teaching and Learning	Faculties were encouraged to upgrade their skill sets through refresher/orientation courses. Teachers were advised to adopt innovative methods of learning like field study, case study, group study, and participative learning.
Examination and Evaluation	Sambalpur University governs the examination of the college. The college conducts Semester Examinations as per the schedule given by the University fairly and transparently. Evaluation of answer scripts is done centrally by Sambalpur University. Internal Examination and evaluation (Mid-Semester) are conducted by the respective department of this college with academic integrity. Continuous evaluation of students' performance is done through different modes like, surprise tests, unit tests, assignments, quizzes, etc

<p>Research and Development</p>	<p>1. A research Committee is functioning in the college 2. Departmental seminar activities are made compulsory. 3. Departments are encouraged to conduct content-oriented research base seminars in their department. 4. Internet facility is accessed by all the faculty members and students as well for academic projects for research purposes.</p>
<p>Admission of Students</p>	<p>eAdmission process is adopted for admission into different streams. 2. A counseling session is made for Honours Selection in each stream. 3. e-administration is facilitated through "Additional Information sheet" during the admission process.</p>
<p>Human Resource Management</p>	<p>Common Minimum Standard (CMS) is followed for effective Human Resource Management. Teachers are encouraged to attend the faculty development programmes like refresher courses, orientation programmes and HRD programmes. Assignment of co-curricular activities is made on the basis of teachers' abilities and areas of interest. The staff of this college have access to HRMS. Activities related to leave application, salary, Income tax statement, service book update etc. are done using HRMS.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Quality improvement is made to the institution by the addition of a Whiteboard green board in the classrooms with a traditional chalkboard. Classrooms are well equipped with Projectors, Library automation process is initiated. A language Lab is functioning for ICT-enabled teaching-learning. Many of the departments are equipped with Laptops and Projectors. The Institution has wifi Internet Connection. The Institutional building extension work is going on and the construction of the new seminar hall is nearly to be completed. Construction of a new hostel has been completed. The Institution has an INFLIBNET facility. The institution is under CCTV Surveillance.</p>
<p>Industry Interaction / Collaboration</p>	<p>College is taking necessary steps for industry interaction and collaboration work. Invited lectures by industry experts were conducted to enrich our students. Various career counseling programmes are also conducted in</p>

collaboration with industries.

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

E-governance area	Details
Planning and Development	The colleges annual budget is submitted online through the IFMS portal to the government in the Department of higher education. All sanctions of funds and allotments are received and managed online through the IFMS portal.
Administration	The employee database, including the salary history of posting and other particulars, is entered in the PIMS and HRMS Govt. of Odisha. The teachers performance appraisal report (PAR) and property statement are submitted annually through HRMS. Notices and circulars are uploaded to the college website for the information of all. Internal communication among the college staff is done through faculty Google groups and WhatsApp groups.
Finance and Accounts	College accounts are connected to the IFMS HRMS. Salary and other dues of the employees are directly transferred to their accounts. Salary bills are submitted to the treasury through IFMS software. 2. The tender is reflected on the college website. 3. Payment from the RUSA fund is made through PFMS.teachersGoogleWhatsAppcolleges
Student Admission and Support	eAdmission process is adopted for admission into different streams through SAMS (Students Academic Management System) . 2. A counseling session is made for Honours Selection in each stream. 3. e-administration is facilitated through "Additional Information sheet" during the admission process. SAMS Helpline works during the admission process to resolve issues and address students queries. Admission in charge of the college and the DEO of the college also take an active part in the admission process.
Examination	Sambalpur University governs the examination of the college. The college conducts Semester Examinations as per the schedule given by the University fairly and transparently. Evaluation of answer scripts is done centrally by Sambalpur University. Internal Examination and evaluation (Mid-Semester) are conducted by the respective department of this college

with academic integrity. Continuous evaluation of students' performance is done through different modes like, surprise tests, unit tests, assignments, quizzes etc. The college uploads the internal marks of the students in Lokaseba portal: a centralized portal run by the University for students data management.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NA	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in English	2	20/10/2017	09/11/2017	21
Refresher Course in Zoology	1	18/01/2018	07/02/2018	21
Orientation programme	9	31/01/2018	27/02/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	8	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS, Medical expenses reimbursement	GIS, Medical expenses reimbursement	Scholarship

6.4 – Financial Management and Resource Mobilization

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

The records of all financial transactions are maintained manually. These documents are verified by the Accounts Bursar and his associates assigned with the responsibilities. The external audit is done annually by statutory bodies appointed by the Department of Higher Education.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal
Administrative	Yes	AG, Odisha	Yes	Principal

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

1. Healthy academic and Institutional growth 2. Pursuing to Govt. to fill up the vacancies of both teaching and non-teaching staff. 3. Green campus

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

Internal training programmes organised by senior administrative staff.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

Based on the recommendation of the NAAC peer team: 1. Quality enhancement 2. Improve Library facilities 3. Development of infrastructure

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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2017	Faculty Orientation Programme on CMS	29/08/2017	29/08/2017	29/08/2017	56
2017	Workshop on Research Methodology for PG Students	18/10/2017	18/10/2017	18/10/2017	76
2018	Students Feedback on the performance of the teachers	10/03/2018	10/03/2018	10/03/2018	180
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness programme on Legal rights of Women	29/11/2017	29/11/2017	93	48

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

Percentage of power requirement of the University met by the renewable energy sources
A sanitary Napkin disposal mechanism was installed in the Women's Hostel. In addition, special care is taken for the management of both solid and liquid wastes. Sensitization programmes are conducted to preserve trees and wildlife for the lasting benefit of all concerned.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Scribes for examination	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	18/12/2017	10	Participation of	Preservation Dis	16

					students in World Famous Dh anuyatra	seminatio n of culture	
2018	1	1	12/02/2018	10	NSS Camp on Sensitization	Cleanliness	15
2018	1	1	07/04/2018	2	NSS Camp on Awareness	Literacy	15
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Academic Calendar	23/07/2017	It is issued to students every year. It contains rules and regulations of the college for various stakeholders.
Common Minimum Standard Manual (DHE Odisha)	10/08/2017	The Common Minimum Standard (CMS) is an Annual Common Academic Calendar provided by the Higher Education Department, Govt of Odisha. It contains clear-cut guidelines for all concerned with regard to admission, the commencement of classes, student union election, cultural programme examination, sports, etc.
Odisha Service Code	02/06/2017	The Odisha Service Code lays down principles and policies of the Govt of Odisha which regulate the service conditions of the employees of the state.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Red Cross Day	08/05/2017	08/05/2017	60
Rastriya Ekata Divas	31/10/2017	31/10/2017	110
National Voters' Day	25/01/2018	25/01/2018	105
National Youth Day	12/01/2018	12/01/2018	132

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

1. Roof-top rainwater harvesting
2. Plantation programme
3. Polythene-free campus
4. Creation of Gardens

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Proctorial system: Under this system, a faculty member takes on the role of a proctor of a group of students assigned to his/her care to provide support, counseling, and address their academic problems. Parents are informed over the phone in case their wards are not attending classes regularly or need parental care and support. In the process of knowing students, the proctors know about their family background and financial condition to take necessary steps to see that this does not come in their way of continuing studies. Clean and Green Campus: Various programmes were undertaken through NCC, NSS, and student volunteers for campus cleaning. Gardens were developed by individual departments and maintained by student volunteers.

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

<http://panchayatcollege.in/wp-content/uploads/2023/08/Institutional-Best-Practices-1.pdf>

7.3 – Institutional Distinctiveness

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

Panchayat College Bargarh envisions making the students intellectually alive and socially responsible. As the teachers strive to create opportunities for the students intellectual pursuits, the NSS, the NCC, and the YRC unit provide opportunities to make them aware of their social responsibilities. NSS and YRC create an ethical framework in which the students are obligated to work and cooperate with other individuals and organizations for the benefit of the community and try to bring forward fellow citizens and children who lag behind. NCC provides the students with opportunities to get selected for defense services and infuse a sense of patriotism. In all these fields, the performance of the students has been remarkable. They have shown interest and enthusiasm to learn about community service and execute it in their later life.

Provide the weblink of the institution

<http://panchayatcollege.in/wp-content/uploads/2023/07/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

>Opening P.G. Courses in Hindi and Psychology. >Increase in the number of seats of P.G Political Science and Mathematics. >Infrastructure development for newly opened courses >Signing MoU with other institutions