Yearly Status Report - 2018-2019

Part A	

Data of the Institution

1. Name of the Institution	**PANCHAYAT COLLEGE BARGARH**
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	**iqacpcb2016@gmail.com**
Address	**At-Ruhunia 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.	**6372570637**
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-2017-18.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-2018-19.pdf

5. Accrediation Details

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

6. Date of Establishment of IQAC

20-Jul-2010

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	**11-Jul-2018**	**71**

Programme on CMS	01	
ICSSR Sponsored National Seminar Organized by P.G. Dept of History	29-Sep-2018 02	185
Career Counseling Programme for students	13-Dec-2018 01	92
Feedback collected from Students on Evaluation of Institution	06-Mar-2019 04	247

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

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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	National Seminar	ICSSR	2018 2	150000
Panchayat college Bargarh	Purchase of Lab equipment	State Govt.	2019 69	2000000
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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)

>Laboratory infrastructure developed in the Physics and Botany laboratory. >MOU signed with OHPEE. >Progression of library automation. Faculties have inflibnet access to various econtent study materials. >Extension activities by NSS, NCC, YRC, and students are regularly conducted with active participation of students.

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
Quality assurance on teaching and learning measures, student enrichment programmes, Research and student progression.	Quality teaching measures undertaken. Student enrichment programmes like surprize test, question bank discussion, proctorial class, tutorial class, student seminar, extramural lecture arranged by respective departments.
Infrastructure development for all newly opened courses.	Govt apprised time to time for funding to develop class room, furniture to meet the demand.
Seeking permanent affiliation from university for all running PG courses of last academic session and newly opened courses(Both PG and UG)	Application made for permanent affiliation of all newly opened PG and UG course with requisite fees.
Development of laboratory infrastructure for research programmes and enhancement of faculty development programmes.	Laboratory infrastructure devoped in the Physics and Botany laboratory.
Signing MOU with other institution/ organisation for collaborative development on student learning and progression.	MOU signed with OHPEE.
Enhancement of library books, journals, reference book for students and acceleration of library automation process.	Progression of library automation. Faculties have inflibnet access for various e – content study materials.
Creating awareness among students to participate in extension activities, co curricular activities and sanitation programmes.	Extension activities by NSS, NCC, YRC and students regularly conducted with active participation of students.
Strengthening self defence programme for girl students. and YOGA for all.	Creation of class wise awareness among girl students by teachers to join self defence programme and YOGA for all students.
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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	**2019**
Date of Submission	**31-Jan-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**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 processes are controlled by 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, Intimation, and 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 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, All syllabi are prepared by the university and modified every year by the Board of Studies, Sambalpur University. Action taken plan for effective implementation of the curriculum is supervised by IQAC of the college. The academic bursar directs the teaching and learning, internal evaluation, and quality maintenance. All academic programmes run as per instruction in the common minimum standard published by higher education. The examination calendar prepared by Sambalpur University is followed throughout the year. At the beginning of the academic session, a student induction cum counseling programme was conducted to explain the objective and learning outcome of each course. A master timetable 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 for the students. 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 lag-behind students. Students are encouraged to use e-learning processes available. To maintain the academic temperament of the students, weekly seminars, extramural lectures, study tours, and academic visits are 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. Parent-teacher meetings are arranged on a regular basis.

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	NA	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	P.G. in Hindi (16 Seats)	02/04/2018
MA	P.G. in Psychology (16 Seats)	02/04/2018

MA	P.G. in Political Science (Seat increased from 8 to 16)	02/04/2018
MSc	P.G. in Mathematics (16 Seats)	02/04/2018
BSc	Computer Science, Self-Financing (64 Seats)	02/04/2018
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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	Odia, Hindi, English, Sanskrit, Political Science, Economics, History, Education, Psychology	01/07/2016
BSc	Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science	01/07/2016
BCom	Commerce	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
No	Nill	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Teacher Education	49
MSc	Zoology	13
MCom	Commerce	14
MA	Odia	14
BSc	Physics	30
BA	Hindi	12
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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
The feedback obtained in the prescribed format of the Institute from students on the faculty members and teaching, and overall facilities. Simultaneously feedback was collected from teachers regarding the difficulties encountered in the teaching and learning process. Feedback was also obtained from the parents in parent-teacher meetings in the register. 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 feedback of students regarding teachers is also discussed with teachers for better teaching. 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. necessary steps initiated on students feedback for a better academic environment and excellency. Parents' feedback was also discussed in staff meetings and accordingly, steps are taken to improve the academic attainment of students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science	208	1540	185
BCom	Commerce	128	1280	128
BEd	Teacher Education (Self Financing)	50	537	49
MA	Odia, Hindi, English, Political Science, Economics, History, Education, Psychology	128	442	127
MSc	Mathematics, Zoology	32	89	31
BA	Odia, Hindi, English, Sanskrit, Political Science,	256	1446	252

	Economics, History, Education, Psychology			
MCom	Accounting	16	53	15

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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
2018	1756	270	24	0	38

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
62	50	7	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 the student academic and overall monitoring and supporting system in the college. Each teacher is assigned a small group of students to look after their academic development and problem encountered in 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. Mentees can stay in touch with the mentor through Whatsapp/phone or by e-mail and ask for help. The mentor will identify the cause for each, prioritize and then make possible efforts to resolve the issue and facilitate the mentee to continue with hassle-free academic pursuits. The mentors also intimate the parents over the telephone or in PTA meetings.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1756	64	1:27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
60	26	34	2	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,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
2018	Nil	Nill	NA
2019	Nil	Nill	NA
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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	08/04/2019	24/06/2019
BSc	NA	Final Year	08/04/2019	24/06/2019
BCom	NA	Final Year	08/04/2019	24/06/2019
MA	NA	Final Year	10/05/2019	27/06/2019
MSc	NA	Final Year	10/05/2019	27/06/2019
MCom	NA	Final Year	10/05/2019	27/06/2019
BEd	NA	Final Year	18/05/2019	25/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The term end Examination (Conducted by Univ.) the College conducts unit tests and internal assessment 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 was also taken into account and those who have less percentage of their parents are informed. For students progression previous year, question papers from various reputed universities and Institutes are discussed with students in the classroom. The questions are available in the department as a question bank. Carrier counseling programmes are conducted in the college to understand the scope of the subjects.

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 to take to account the above calendars. Mid-semester examinations and other academic activities are conducted strictly following the academic calendar. Besides academics, co-curricular activities like different competitions, sports, and other extension activities are mentioned in 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-2018-19.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	Odia, Hindi, English, Sanskrit, Political Science, Economics, History, Education, Psychology	218	198	90.82
NA	BSc	Physics, Chemistry, Mathematics, Botany, Zoology	133	125	93.98
NA	BCom	Commerce	86	76	88.37
NA	MA	Economics, Eglish, History, Political Science, Odia,	56	51	91.07
NA	MCom	Commerce	13	12	92.30
NA	MSc	Zoology, Mathematics	23	22	95.6
NA	BEd	BEd	49	42	85.71

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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_Survey2018-19.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
Nill	0	NA	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

NA	NA	

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
NA	NA	NA	Nill	NA

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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	NA	NA	NA	NA	Nill

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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
NA	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	Hindi	3	0
National	Odia	1	0
National	English	2	0
International	Chemistry	1	2.12
International	History	6	5.87

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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
Botany	1
Physics	1
Odia	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 Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Tribal Studies: D	Umesh Chandra	JETIR	2018	0	Panchayat	0

					College, Bargarh	
e-colonizing the mind	mahapatra				College, Bargarh	
Antipyretic Activities Of Some Ethnomedicinal Plants Used By The Tribals Of Bargarh District In Western Odisha	Sunil Kumar Sen	International Journal of Modern Pharmaceutical Research	2019	0	Panchayat College, Bargarh	0
Synthetic approach and structural diversities of pyridylpyrazole derived late transition metal complexes	Sipun Sethi	Journal Molecular Structure	2019	0	Sambalpur University	0
Mortuary Practice among the tribal of Western Odisha	Nakul Seth	JETIR	2018	0	Panchayat College, Bargarh	0
A Review of Tribal ornament with special reference to Dunguria Konds	Nakul Seth	JETIR	2019	0	Panchayat College, Bargarh	0
Reflation on western Odishan Tribal Social life through Sambalpuri folk song and dance	Nakul Seth	JETIR	2019	0	Panchayat College, Bargarh	0

A Socio-cultural Study of Tribal Life in Gopinath Mohantys Poraja	Chittaranjan Sahu	JETIR	2018	0	Panchayat College, Bargarh	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	NA	NA	Nill	Nill	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	12	1	0
Presented papers	1	3	0	0
Resource persons	0	0	1	0

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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
National Youth Day celebration	Red Cross, Panchayat College	5	181
AIDS Awareness	Red Cross, Panchayat College	5	104

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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 70th district level Republic Day celebration	2nd position	District Administration	42

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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 activites	Number of students participated in such activites
Swachha Bharat	NCC, Panchayat College, Bargarh	Rally on Swachha Bharat and village cleaning programme nearer to the college	5	34
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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	0	NIL	0
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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
NIL	NA	NA	Nill	Nill	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
Department of Higher Education, Odisha	28/05/2019	Implementation of institutional development plan under OHEPEE	3
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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
20	20

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	47227	679776	449	164339	47676	844115
Reference Books	8191	3276400	8	3200	8199	3279600
Journals	56	672000	22	264000	78	936000

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

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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	92	2	0	0	0	2	0	200	0
Added	0	0	0	0	0	0	0	0	0
Total	92	2	0	0	0	2	0	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	Nill

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 incurredon maintenance of physical facilites

20	20	0	0

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

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

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	**Post Matric Scholarship**	**409**	**2735353**
Financial Support from Other Sources			
a) National	**NIL**	**0**	**0**
b)International	**NIL**	**0**	**0**
	View File		

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
ENGLISH COMMUNICATION AND SOFT SKILL DEVLOPMENT	**02/07/2018**	**24**	**PG DEPT. OF ENGLISH**
ENGLISH COMMUNICATION AND SOFT SKILL DEVLOPMENT	**25/10/2018**	**24**	**PG DEPT. OF ENGLISH**
ENGLISH COMMUNICATION AND SOFT SKILL DEVLOPMENT	**02/01/2019**	**24**	**PG DEPT. OF ENGLISH**
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	**Career Counselling**	**0**	**90**	**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
4	4	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	Nil	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	22	BA	ODIA ENGLISH HINDI POLTICAL SCIENCE HISTORY EDUCATION SANSKRIT PSYCHOLOGY ECONOMICS	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA	MA,BEd
2019	21	BSc	PHYSICS CHEMESTRY MATHEMATICS ZOOLOGY BOTANY	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA	MSc,BEd
2019	10	BEd	TEACHER EDUCATION	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NA GARJUN UNIVE RSITY,ANDHRA UNIVERSITY	MEd.

2019	41	BCom	COMMERCE	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NAGARJUN UNIVERSITY,ANDHRA UNIVERSITY	MCom,BEd
2019	10	MA	ODIA ENGLISH POLTICAL SCIENCE HISTORY EDUCATION ECONOMICS	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NAGARJUN UNIVERSITY,ANDHRA UNIVERSITY	BEd, MPhil,PhD
2019	5	MSc	MATHEMATICS ZOOLOGY	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NAGARJUN UNIVERSITY,ANDHRA UNIVERSITY	BEd, MPhil,PhD
2019	5	MCom	COMMERCE	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NAGARJUN UNIVERSITY,ANDHRA UNIVERSITY	MPhil,PhD
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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
NET	3
Any Other	10
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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) Run boys 1500 Long jump ,short put ,high jump ,discuss throw, javelin throw	college level	518
ANNUAL DRAMA ANNUAL FUNCTION	college level	64
DEBAT,(ENGLISH,HINDI,ODIA)	college level	47
EASSY(ENGLISH,HINDI,ODIA)	college level	52
QUIZE	college level	36
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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
2018	NIL	Nill	Nill	Nill	Nill	Nil
2019	NIL	Nill	Nill	Nill	Nill	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The academic and administrative bodies of the institution have student representatives. There are Seminar Secretaries to conduct seminars in each department. Under the supervision of the officers in charge of different co-curricular or extracurricular activities, the student council organizes various cultural and athletic activities. Student representatives are also a part of the IQAC. In the decision-making process, their opinions and desires are accorded the utmost weight.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

57

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

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. The college has different functional heads viz, accounts bursar, administrative bursar, academic bursar, and officer-in-charge (OIC) for different academic responsibilities. Regular meeting of the staff council and IQAC was held to take the views of staff members in the decision-making process, planning, and implementation. The Heads of the Department were given the sole responsibility to see over the interests of their respective Departments and the implementation of policies at the department level.

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 SUcatering 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. Doubt-clearing classes were regularly conducted for students.
Examination and Evaluation	The examination of the college is governed by Sambalpur University. Semester Examinations are conducted by the college as per the schedule given by the University in a fair and

	transparent manner 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.
Research and Development	1. A research Committee is functioning in the college 2. Departmental seminar activities are made compulsary. 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.
Library, ICT and Physical Infrastructure / Instrumentation	Quality improvement is made to the institution by the addition of a Whiteboard/Green board in the classrooms with a traditional chalkboard. Some of the classrooms are well-equipped with Projectors. The 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 renovation of the seminar halls is almost completed. Construction of a new hostel has been completed. The Institution has an INFLIBNET facility. The institution is under CCTV Surveillance.
Human Resource Management	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.
Industry Interaction / Collaboration	College is taking necessary steps for industry interaction and collaboration

	work.
Admission of Students	1. 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 the "Additional Information sheet" during the admission process.

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

E-governace area	Details
Planning and Development	The annual budget of the college 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	1. The 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 done through PFMS.
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 the "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
Nill	NA	NA	NA	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)
Nill	NA	NA	Nill	Nill	Nill	Nill
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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
NA	0	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS, 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. An internal Audit of accounts is conducted by the college administration and under the supervision of the Principal.

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	No	Nil	Yes	Principal

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

1. Healthy academic and Institutional growth through active participation of parents and alumni 2. Pursuing to Govt. to fill up the vacancies of both teaching and non-teaching staff. 3. Clean and Green Campus

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

Internal training programmes organized by senior administrative staff for newly joined administrative staff. Basic concepts of office management and handling of the web portal were taught to the staff.

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. The development of infrastructure is the prime focus of the college, and various steps were taken to attain these objectives.

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
2018	Faculty Orientation Program on CMS	11/07/2018	11/07/2018	11/07/2018	71
2018	National Seminar	29/09/2018	29/09/2018	30/09/2018	185
2019	Students Feedback on the performance of the teachers	06/03/2019	06/03/2019	09/03/2019	247
2018	Career counseling programme for students	13/12/2018	13/12/2018	13/12/2018	92

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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
Self Defence Training Programme for Girls' student	30/10/2018	14/11/2018	120	0
Self Defence Training Programme for Girls' student	04/11/2019	19/11/2019	120	0
Self Defence Training Programme for Girls' student	04/11/2019	19/11/2019	120	0

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

Percentage of power requirement of the University met by the renewable energy sources
The students have environmental science as part of their course curriculum where they are taught environmental issues. The students are also encouraged to

plant trees and flowers not only on the college campus but also at home and wherever possible

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**Yes**	**1**

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
2019	**2**	**2**	**11/01/2019**	**18**	**Participation of NCC cadets NSS volunteers in Dhanuyatra, A World Heritage**	**Discipline, Safety and spread of cultural values**	**48**
2019	**1**	**1**	**08/02/2019**	**18**	**Sensitization programme by NSS volunteers**	**Female foeticide**	**34**
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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	**01/08/2018**	**It is issued to students every year. It contains rules and regulations of the college for various stakeholders.**
Odisha Service Code	**11/05/2018**	**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
150th Birth Anniversary of Gandhiji followed by Swachha Bharat	**02/10/2018**	**02/10/2018**	**205**

Abhiyan			
Communal Harmony Week	15/11/2018	22/11/2018	354
World AIDs Day	01/12/2018	01/12/2018	104
National Youth Day	12/01/2019	12/01/2019	181
International Women's Day	08/03/2019	08/03/2019	96

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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 intellectual pursuits of the students, the NSS, the NCC, and the YRC unit avail 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 in 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. The NSS Unit of the college adopts a village every year to address some issues typical to it. It addresses issues like illiteracy, Health Hygiene, Gender Equity, Blind Beliefs and Superstitions, and so on and so forth. It sensitizes people regarding the preservation of the environment too. The people of the village are sensitized to give up practices like open defecation and to ensure cleanliness. Swachha Bharat Abhiyan, in this regard by the NSS volunteers, yields a lot of good consequences. These programmes are of lasting benefit to the villages concerned as they gradually take an interest in education,

cleanliness, and the preservation of the flora and fauna.

Provide the weblink of the institution
http://panchayatcollege.in/wp-content/uploads/2023/08/Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. Library automation and provision of e-library 2. Procurement of 5000 CBCS books for the college library under Institutional Developmental Plan (IDP) 3. Construction of new academic building by utilizing the funds provided by OHEPEE under IDP 4. Requesting the government to sanction of funds for the completion of the partially constructed hostel building initiated from UGC grant 5. Furnishing of newly constructed Chemistry and Botany laboratory