



Yearly Status Report - 2019-2020

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.		9040555282
Registered Email		pcbargarh@gmail.com
Alternate Email		iqacpcb2016@gmail.com
Address		At-Rahunia
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. Bidut Prava Mohanty
Phone no/Alternate Phone no.	06646233192
Mobile no.	7978647965
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-2018-19.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-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	76.00	2006	21-May-2006	20-May-2011
2	B+	2.58	2016	05-Nov-2016	04-Nov-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	14-Aug-2019	56

Programme on CMS	1	
Implementation of Proctorial System	31-Jul-2019 31	45
Students Feedback on the evaluation the Institution	06-Mar-2020 15	231
Career counseling programme for students	08-Nov-2019 76	176

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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
Panchayat College, Bargarh	RUSA	RUSA	2019 225	3000000
Panchayat College, Bargarh	IDP	World Bank	2019 365	3335000

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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

Yes

Upload the minutes of meeting and action taken report

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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)

> Career Counselling Programme > Extramural Lecture on IPR > Student Satisfactory Survey > Steps were taken for Completion of UGC Funded hostel building > Invited lecture on cancer awareness

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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	Achievements/Outcomes
Quality assurance in teaching and learning process. Encouragement of ICT based and blended mode of teaching methods.	Quality teaching measures are undertaken. Student enrichment programmes like surprise tests, question bank discussions, and student seminars arranged by respective departments. All faculty members are encouraged to follow ICTbased teaching in addition to blackboard teaching.
Strict adherence to CMS, higher education, Odisha. The proctorial (mentor-mentee) system should be followed strictly as per Govt guidelines.	The CMS is discussed in staff meetings from time to time regarding biometric attendance, teaching hours, etc. In the proctorial system followed and meeting of the mentor and mentee was conducted on the last Saturday of each month. Feedback from each student was recorded and action was initiated accordingly. One Asst professor remains in charge to supervise the system of all departments.
Preparation for local inquiry committee visit of all newly opened PG and UG courses since 2017.	The local enquiry committee from Sambalpur University visited the college on 13.03.2020.
Development of laboratory infrastructure of Chemistry and Botany laboratory.	Interior Laboratory infrastructure developed in the chemistry and Botany laboratory partially depending upon fund availability.
Monitoring activities of IDP/OHPEE.	Purchasing of books, and furniture initiated from IDP fund as per guideline. Books for skill enhancement compulsory course supplied by OHPEE were distributed to students and faculties successfully.
Completion of hostel building	The initiative was taken to complete the hostel building under construction (UGC grant)
Strengthening self-defense programme for girl students, and YOGA for all.	Creation of class-wise awareness among girl students by teachers to join self-defense programme and YOGA for all students.
Creating awareness among students to participate in extension activities, co- curricular activities, and sanitation programmes.	Extension activities by NSS, NCC, YRC, and students are regularly conducted with the active participation of students.
Organizing extramural lectures on Intellectual property rights, science	An extramural lecture was conducted on Intellectual property rights, science,

and innovation, and Local issues like cancer burden in Bargarh.	innovation, and technology for a better world. Extramural lecture conducted for faculties and students on burning issues of Bargarh ie cancer burden.
Completion of internal infrastructure audit and academic audit.	An internal infrastructure audit was started. The academic audit could not be completed due to the lockdown on 23 march 2020 due to Corona pandemic.
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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	2020
Date of Submission	07-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description 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

Since this college is an affiliated college of Sambalpur University, the curriculum development is done by the Board of Studies of Sambalpur University. The syllabus is sent to all colleges at the beginning of the academic session. Action taken plan for effective implementation of the curriculum is supervised by IQAC and the academic bursar of the college. The academic calendar of the college was prepared at the beginning of the session, keeping a view on the common minimum standard (CMS) of the higher education department, Odisha, and the examination calendar of Sambalpur University. 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. As the CBCS system has been implemented since 2016, students can choose their subjects during counseling. The time frame for each semester is notified by the college. 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. The curriculum is delivered to students through normal chalk and duster system, ICT enabled PowerPoint delivery through the projector and the smart board. Flexibility for curriculum delivery was also followed, and online classes were conducted in some courses. Attendance of students is maintained strictly by all teachers. The monthly attendance of all students is displayed in the notice board. The syllabus of each paper is completed within the stipulated period,

including the mid-semester examination. The faculty members guide the project work of students. Special classes are conducted for slow-learned students. Students are encouraged to use the e-learning processes available. To maintain the academic temperament of the students, weekly seminars, extramural lectures, study tours, and academic visits are organized regularly. A student's feedback on academic activities and overall experience in college is regularly collected and analysed. Steps were taken accordingly for overall improvement. Mentor-mentee system is well-operated in the academic system of our institution. Parent-teacher meetings are arranged regularly.

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
Nil	Nil	Nil
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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
BCom	Commerce (Accounting)	01/07/2016
BA	Odia, Sanskrit, Hindi, English, Political Science, Economics, History, Education, Psychology	01/07/2016
BSc	Physics, Chemistry, Botany, Zoology, Mathematics, Computer Science	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
Yoga	01/08/2019	48
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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 Educationn	48

BCom	Accounting	12
BSc	Physics	8
BA	Hindi	30
MA	Odia	15
MSc	Zoology	15
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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 Internal quality assessment cell of the college sought feedback from the PG and UG students in the structured feedback form. The feedback includes quality of syllabus, teaching method, laboratory, student-teacher relationship, adequacy of books and journals in the library, scholarships, canteen, cleanliness, lavatories, hostel, canteen, and recreation centre etc. 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 held during the year. Then the feedback is analysed based on different parameters. Overall, the student feedback shows that the college does reasonably well in almost all the indicators. The colleges strength lies in providing a conducive environment – standard syllabus, transparency in evaluation, library facilities, and sound student-teacher relations, among others – for the intellectual growth of the student community. However, it was also recognised that the college administration should take the opportunity to work on its weaknesses and make the campus academically more vibrant and productive. The result of the feedback was discussed in staff meetings and utilized to improve the teaching and learning process. Students feedback 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' /guardians feedback was also noted and discussed in the staff meeting and accordingly, steps were taken to improve the academic atmosphere.</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	Odia, Sanskrit, Hindi, English,	256	4842	242

	Political Science, Economics, History, Education, Psychology			
BCom	Accounting	128	2619	193
BSc	Botany, Zoology, Physics, Chemistry, Mathematics, Computer Science	208	572	127
MA	Economics, English, History, Hindi, Political Science, Odia, Psychology	112	350	106
MCom	Commerce	16	80	15
MSc	Zoology, Mathematics	32	130	31
BEEd	Teachers Education	50	736	48
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1815	310	63	0	42

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
63	63	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 the overall monitoring and supporting system in the college. Each teacher is assigned with 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. 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 inform the parents over the telephone or in PTA meetings.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2125	63	1 : 34

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	27	33	1	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Chittaranjan Sahu	Assistant Professor	Ph.D.

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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	ECO, ENG, HIS, HIN, ODI, PSC, PSY, EDN, SAN	Final Year	06/10/2020	21/10/2020
BCom	COM	Final Year	06/10/2020	21/10/2020
BSc	PHY, CHE, MTH, CSC, BOT, ZOO	Final Year	06/10/2020	21/10/2020
MA	ODI, ENG, HIN, HIS, ECO, PSY, PSC	Final Year	05/10/2020	03/11/2020
MCom	COM	Final Year	05/10/2020	03/11/2020
MSc	MTH, ZOO	Final Year	05/10/2020	03/11/2020
BEEd	Teachers Education	Final Year	26/10/2020	03/12/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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The term end Examination (Conducted by University.). The College conducts an internal assessment of all papers studied as per the breakup marks decided by the university. The teachers regularly conduct surprise tests and previous years question paper discussions in the class. The students are given feedback based on their performance, and their academic progress is recorded continuously by each department. Low attendance (below 75) was notified in the departmental notice board and sent to the class WhatsApp group. In some cases, parents are contacted over the phone by their respective course teacher or mentor. 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. Possible questions from each paper are also prepared by the course teacher and kept in the question bank. Career counseling programmes are conducted in the college to enable the students to understand the scope of the subjects and to broaden their horizons.

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 for all the affiliated colleges. 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
ECO, ENG, HIS, HIN, ODI, PSC, PSY, EDN, SAN	BA	Odia, Sanskrit, Hindi, English, Political Science, Economics, History, Education, Psychology	218	195	89.44
COM	BCom	Commerce	80	66	82.5
PHY, CHE, MTH, CSC, BOT, ZOO	BSc	Botany, Zoology, Physics, Chemistry, Mathematics, Computer Science	122	116	95.08

ODI, ENG, HIN, HIS, ECO, PSY, PSC	MA	Economics, English, History, Hindi, Political Science, Odia, Psychology	96	92	95.83
COM	MCom	Commerce	11	11	100
MTH, ZOO	MSc	Mathematics, Zoology	31	30	96.77
BEEd	BEEd	Teacher Education	48	48	100

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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_Survey2019-20.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	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
Extramural Seminar (Intellectual Property Rights)	Zoology	03/02/2020

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
Ph.D in English	Chittaranjan Sahu	Fakir Mohan University, Balasore	11/11/2019	Teacher

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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
Nil	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)
International	Botany	3	0
International	Chemistry	1	3.5

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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
English	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
Therapeutic uses of Mangrove plants of Kansaridia forest block in Mahanadi Delta of Odisha, India	Sunil Kumar Sen	e-planet	2019	0	Pachayat College, Bargarh	0
Ethnomedicinal Uses of Moringa Oleifera Lam by The People Of Bargarh District (Odisha)	Sunil Kumar Sen	Journal of Plant Development Sciences	2019	0	Pachayat College, Bargarh	0
Ethno-medicinal	Sunil Kumar Sen	International	2020	0	Pachayat College,	0

uses of Nyctanthes arbor-tristis L. in Bargarh district, Odisha		Journal of Herbal Medicine			Bargarh	
Triazole derived azo-azomethine dye as a new colorimetric anion chemosensor	Sipun Sethi	Spectrochim. Acta Part A: Mol. Biomol. Spect.	2019	10	Sambalpur University	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	Nil

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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	0	6	0	0
Presented papers	0	1	0	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
Vanomahotsav	Youth Red Cross Unit of Panchayat College	5	52
National Youth Day Celebration	Youth Red Cross Unit of Panchayat College	4	81
Blood donation Camp and blood group testing programme	Youth Red Cross Unit of Panchayat College	4	92
Awareness programme on water conservation and	College Administration (Pachayat College)	5	72

ban of single use plastic	Bargarh)		
Fit India Plogging Run	College Administration (Pachayat College Bargarh)	4	115
World Environment Day	College Administration (Pachayat College Bargarh)	5	133
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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
Nil	Nil	Nil	0
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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
AIDS Awareness	Youth Red Cross Unit of Panchayat College	Volunteers spread awareness about the non-communicable disease, AIDS	3	85
Community Action For Disaster Response	NDRF	Training Programme	1	3
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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	Nil	Nil	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
30	30

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 partially)	Version	Year of automation
NA	Nil	NA	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	47676	844115	449	164339	48125	1008454
Reference Books	8199	3279600	8	3200	8207	3282800
Journals	78	936000	9	108000	87	1044000
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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
N.A	N.A	N.A	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	92	2	30	0	0	2	17	200	0
Added	0	0	0	0	0	0	0	0	0
Total	92	2	30	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
NA	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
30	30	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 R and B, Govt. of Odisha. After approval from Govt. maintenance work is undertaken by the R and 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	Pg Merit, Post Metric, UG Merit, Vyasakabi Fakirmohan Bhasabruti	932	7596732
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
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ENGLISH COMMUNICATION AND SOFT SKILL DEVELOPMENT	18/08/2019	24	COLLEGE
ENGLISH COMMUNICATION AND SOFT SKILL DEVELOPMENT	14/10/2019	24	COLLEGE
ENGLISH COMMUNICATION AND SOFT SKILL DEVELOPMENT	13/01/2020	24	COLLEGE
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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 passed in the comp. exam	Number of students placed
2019	CAREER COUNSELLING	0	90	0	12
2020	CAREER COUNSELLING	0	86	0	17
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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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	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	Department graduated from	Name of institution joined	Name of programme admitted to
2020	45	BA	ODIA ENGLISH HINDI POLITICAL	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW	MA, BED

			SCIENCE HISTORY EDUCATION SANSKRIT PSYCHOLOGY ECONOMICS	UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA	
2020	27	BSc	PHYSICS CHEMISTRY MATHEMATICS ZOOLOGY BOTANY	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA	MSc, BEd
2020	0	BEd	TEACHER EDUCATION	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA, NA GARJUN UNIVE RSITY, ANDHRA UNIVERSITY	NA
2020	6	BCom	COMMERCE	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA, NA GARJUN UNIVE RSITY, ANDHRA UNIVERSITY	MCom
2020	10	MA	ODIA ENGLISH POLITICAL SCIENCE HISTORY EDUCATION ECONOMICS	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA, NA GARJUN UNIVE RSITY, ANDHRA UNIVERSITY	MPhil, PhD
2020	1	MSc	ZOOLOGY	SAMBALPUR	MPhil, PhD

				UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NA GARJUN UNIVE RSITY,ANDHRA UNIVERSITY	
2020	0	MCom	COMMERCE	SAMBALPUR UNIVERSITY G M UNIVERSITY RAVENSHAW UNIVERSITY UTAKAL UNIVERSITY CENTRAL UNIVERSITY OF ODISHA,NA GARJUN UNIVE RSITY,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	11
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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	487
ANNUAL DRAMA ANNUAL FUNCTION	COLLEGE LEVEL	82
DEBAT, (ENGLISH, HINDI, O DIA)	COLLEGE LEVEL	52
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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	Number of awards for	Student ID number	Name of the student
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			Sports	Cultural		
2019	Nil	Nil	Nil	Nil	Nil	Nil
2020	Nil	Nil	Nil	Nil	Nil	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)

There is a college Executive committee comprising faculty and students representative of our college. It is entrusted with making decisions regarding all issues pertaining to the students activities. The Executive Committee of the college discusses the budget during an annual meeting of the Committee. Numerous students participate in various extracurricular activities each year, both athletic and cultural. Different departments of our college actively organized a variety of conferences, tournaments, and seminars. Two career counselling programmes were organized by the college career counselling team in the year 2019, and 2020, Around 180 students get benefited from these programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

67

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. Regular meeting of the staff council and IQAC was held to take the views of staff members in the decision-making process. 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 actively participate in curriculum development.

Teaching and Learning

Faculties were encouraged to upgrade their skill sets through refresher/orientation courses. Teachers were advised to adopt innovative learning methods like field study, case study, group study and participative learning. Regular classes and engagement of students in extra-curricular and co-curricular activities are an integral part of the teaching and learning process of our college.

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.

Research and Development

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.

Library, ICT and Physical Infrastructure / Instrumentation

Quality improvement is made to the institution by adding a Whiteboard/green board in the classrooms with a traditional chalkboard. Many 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

	<p>Connection. The Institutional building extension work is ongoing, and the construction of the new seminar hall is nearly to be completed. Construction of a new hostel has been completed. The Institution has INFLIBNET facility. The institution is under CCTV Surveillance.</p>
Human Resource Management	<p>Recruitment and selection of permanent teaching and non-teaching positions are made by the Dept of higher education, Govt. of Odisha. The college holds the authority to recruit guest faculties and contractual workers based on the colleges requirements. Apart from teaching, many co-curricular activities are assigned based on teachers' abilities and areas of interest. Teachers are encouraged to attend the faculty development programmes like refresher courses, orientation programmes, and HRD programmes. 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>
Industry Interaction / Collaboration	<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 counselling programmes are also conducted in collaboration with industries.</p>
Admission of Students	<p>E-admission is done through the SAMS: Students Academic Management System portal. Admission into different streams of UG and PG courses is done centrally through SAMS. 2. A counselling session is made for Honours Selection in each stream. 3. e-administration is facilitated through the "Additional Information sheet" during the admission process.</p>

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

E-governance area	Details
Planning and Development	<p>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 toIFMS portal.</p>
Administration	<p>The employee database, including the salary history of posting and other particulars, is entered in the PIMS and</p>

	<p>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.</p>
Finance and Accounts	<p>1. College accounts are connected to the IFMS- HRMS. Salary and other dues of the employees are directly transferred to their bank 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.</p>
Student Admission and Support	<p>e-admission is made through SAMS: Students Academic Management System portal. Admission into different streams of UG and PG courses is done centrally through SAMS.</p>
Examination	<p>Pre-examination processes like student enrollment, registration, and examination form fill-up are done online through the Lokaseba portal managed by Sambalpur University. Semester examination is conducted in offline mode, and evaluation of the answer script is done centrally. Mid-semester assessment is done by the respective department from time to time, and marks are uploaded by the college in the Lokseba portal.</p>

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
2019	Chittaranjan Sahu	Faculty Development Programme in Communicative English	INFOSYS Hyderabad	4400
2019	Sipun Sethi	Residential training of master trainer on enterprise development	Ministry of MSME, Yusufguda, Hyderabad	5000

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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	NA	NA	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 Political Science	1	27/01/2020	07/02/2020	14
Orientation Programme	1	27/01/2020	17/02/2020	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	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)

<p>The institution has an internal audit mechanism that verifies the account records of the office and the hostel and the end of every academic year. The principal assigns duties to the senior members of the staff to look into the various financial transaction done in the college. The college accounts are also audited by the AG and Dept. of Higher Education, Govt. of Odisha. Their observations are kept on record, and compliance to the effect is made for the settlement of paras.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	N.A
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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	NA	Yes	Principal
Administrative	Yes	NA	No	Higher Education Department, Government of Odisha

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

1. The parents were invited to give suggestions for developing curricular and Co-curricular activities in the college through the PTA meetings. 2. The Parent Teacher Association took special measures in giving special coaching to the bright poor students. 3. An annual PTA meet is arranged in the college for better coordination between the parents and teachers.

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

Internal training programmes organised by senior administrative staff.

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

1. Government in the Department of Higher Education was requested to recruit permanent teaching and non-teaching staff. 2. Proposals were sent to the Govt. to construct more classrooms and other necessary physical infrastructure, including smart classrooms. 3. Two new hostels were constructed for boys and girls. 4. New Science laboratories were constructed.

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
2019	Faculty Orientation Programme on CMS	14/08/2019	14/08/2019	14/08/2019	56
2019	Implementation of Proctorial System	31/07/2019	31/07/2019	31/08/2019	45
2020	Students Feedback on the	06/03/2020	06/03/2020	21/03/2020	231

	evaluation the Institution				
2019	Career counseling programme for students	08/11/2019	08/11/2019	24/01/2020	176
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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
Self Defence Training Programme for Girls' student.	12/09/2019	27/09/2019	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
a) Environmental Awareness campaign is done by the NSS wing of the college. b) The ECO Club is engaged with plantation activities to make the campus green and beautiful. c) The college has a Botanical garden where different medicinal plants are preserved.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
2019	3	2	19/09/2019	2	Awareness programme on health and Hygiene	Health and Hygiene	63
2019	5	4	31/12/2019	32	Celebration of days of National Importance	Art, Culture and Universal Brotherhood	89
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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 Calender	03/09/2019	It is prepared and issued to students yearly based on the schedule of academic activities prescribed by Sambalpur University. It contains rules and regulations of the college for various stakeholders and programmes related to admission, form fillup, examination, observation of commemorate days etc.
Common Minimum Standard Manual (DHE Odisha)	31/07/2019	The Higher Education Department, Govt of Odisha, provides the Common Minimum Standard (CMS) as an annual academic calendar. It contains clear-cut guidelines for all concerned regarding admission, commencement of classes, student union election, cultural programme examination, sports, co-curricular and extra-curricular activities etc.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Environment Day	05/06/2019	05/06/2019	133
Drug Addiction Day with Blood Donation	25/11/2019	26/11/2019	209

Seminar on Bhakti Movement	06/02/2020	07/02/2020	148
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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 if 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 and plantation. 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 to benefit 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.

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. Provision of e-library, including the library automation 2. Using the funds under Institutional Developmental Plan (IDP), a plan in place to procure 5000 CBCS books for the college library 3. Utilizing the funds provided by OHEPEE under IDP to build new academic buildings 4. Completion of the partially constructed hostel building initiated by the UGC grant 5. Newly constructed Chemistry and Botany laboratory need to be furnished 6. Infrastructure (Toilet, etc.) for CWSN students

