

# GOVERNMENT WOMEN'S COLLEGE, KEONJHAR, ODISHA

## The Annual Quality Assurance Report (AQAR) of the IQAC

### Part – A

AQAR for the year (for example 2013-14)

2014-15

### I. Details of the Institution

1.1 Name of the Institution

Govt. Women's College, Keonjhar

1.2 Address Line 1

Mandua

Address Line 2

Badadera

City/Town

Keonjhar

State

Odisha

Pin Code

758001

Institution e-mail address

principalgwckjrdegree@gmail.com

Contact Nos.

06766-255220

Name of the Head of the Institution:

Dr. Harekrishna Nayak

Tel. No. with STD Code:

06766-255220

Mobile:-

9437379202

Name of the IQAC Co-ordinator:

Dr. Pravakar Naik

Mobile:

9438388244

IQAC e-mail address:

gwcicac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ORCOGN24522

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

www.gwckeonjhar.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	X	X	X	X
2	2 <sup>nd</sup> Cycle	X	X	X	X
3	3 <sup>rd</sup> Cycle	X	X	X	X
4	4 <sup>th</sup> Cycle	X	X	X	X

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

04-03-2014

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

- i. AQAR \_\_\_\_\_ XXX \_\_\_\_\_ (DD/MM/YYYY)  
 ii. AQAR \_\_\_\_\_ XXX \_\_\_\_\_ (DD/MM/YYYY)  
 iii. AQAR \_\_\_\_\_ XXX \_\_\_\_\_ (DD/MM/YYYY)  
 iv. AQAR \_\_\_\_\_ XXX \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☒

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

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

1.10 Type of Faculty/Programme

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

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

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

North Orissa University,  
Baripada, Odisha

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

Autonomy by State/Central Govt. / University ☒

University with Potential for Excellence ☒

UGC-CPE ☒

DST Star Scheme ☒

UGC-CE ☒

UGC-Special Assistance Programme ☒

DST-FIST ☒

UGC-Innovative PG programmes ☒

Any other (Specify) ☒

UGC-COP Programmes ☒

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

4

2.4 No. of Management representatives

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

4

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

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Establishment of Research advisory committee. 2. Institution of Counselling Cell.  
 3. Provisions of Science teaching facility at undergraduate level. 4. Orientation programme for Principals of all Colleges in Keonjhar District on how to prepare SSR for NAAC peer team visit .5. Celebration the Ekta Divas and other days of national importance.6. Opening of honours teaching facilities in 06 more subjects.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. To set up research Advisory committee 2. To promote value education. 3. To enhance core options 4. To enhance employability 5. To create awareness about Socio-economic issues 6. To strength then laboratory. 7. To increase Physical infrastructure 8. Assurance of quality in teaching 9. To make the campus friendly for differently abled students	1. Promoted the research culture among the teaching staff and encouraged them to participate in different seminars and workshops. 2. Inculcated core values of ethics, honesty, discipline, team work , loyalty and integrity. 3. Converted the College into a multi faculty institution with introduction of Science Stream and Hons teaching facility in all Arts and Science subjects . 4. Capacity building of students on personality Development' soft skill development and through career counselling cell 5. Created awareness through NSS, YRC and rovers and rangers on various issues. 6. Laboratory Equipments worth of Rs. 25 Lakh purchased 7. Added first and second floor in the science block and 1 <sup>st</sup> floor of the Arts block 8. Appointed 17 guest faculties through Walk- in –Interview. 9. Constructed ramps in different academic blocks and administrative blocks as per UGC guideline.

\* Attach the Academic Calendar of the year as Annexure.

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

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

1. Approved the plan & action for the year and extended support to the committee. 2. The achievement of the previous academic year was approved suggestions were incorporated for the coming years.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	1	1	1	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>	
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes: Core & Elective

Pattern	Number of programmes
Semester	
Trimester	
Annual	<b>All the Programmes</b>

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni ☒ Parents ☒ Employers ☐ Students ☒

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

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

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

**1. University has not revised this year. However syllabus has been revised for flexibility of the curriculum and shift to CBCS. The revised syllabus shall be effective from 2016-17.**

**2. Regular updates were executed as per University revision**

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

Opened Science stream with Hons in Phy., Chem, Bot. Zool, Computer Science (Self Financing)/ Hons teaching facility in Eng, Odia, Hist, Pol. Sc. Education

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	4	6		

2.2 No. of permanent faculty with Ph.D.

05

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	4	-	-	-	-	-	-	-	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			2
Presented papers	1		
Resource Persons			

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

1. Use of audio visual system in SMART Class Room for learning effectiveness (2) CAI (computerised assistance instruction) in the form of power point presentation LCD projector in the class room is adopted by most of the teachers 3. Class Level Seminar 4. Field work 5. Remedial classes for slow learners. 6. Analysis of the ability & skill of the students to identify appropriate teaching learning methodology. 7. Formation of group of a 5 or 10 for interactive and participatory method of teaching 8. Use of language laboratory 9. making the campus disabled friendly.

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

180

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

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1. Continuous Evaluation 2. Regular surprise test . 3. Minimum 50% mark in practical . 4. Nodal centre of the North Orissa University to administer& monitor the conduct of examination in other college .5. Error free evaluation of university examination after coding. 6. Workshop on Examination Reform:- Choice based credit system 7.SMS mode of monitoring the students progression.

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

04		
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- 2.10 Average percentage of attendance of students

79%
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- 2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (Home SC)	28	50	96.4			96.4
BA (ECO)	14	92.8	7.14	92.8		100
BA( Pass)	81	22.22			72.8	72.8

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

1. Holds meetings & discussions to evaluate different aspects of teaching, status of Syllabus (2) ensures increase and up gradation in infrastructures facility (3) Encourage the use of IT resources in admission, teaching & learning .(4) Plans research culture (5) Disseminating information on the best practices in teaching (6) Promote innovative method of teaching (7) Monitors College Face Book to pass e-mail to ventilate grievances. 8. Monitors the performance of various Committees in the College 9.feedback from students on teachers performance10. feed back from the out going students 11.monitors extension programmesand overall performance of the College.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	7
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	
Others	

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4	3		
Technical Staff	2			

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Instituted research Committee to monitor & address the issues relating to research & to promote the research culture 2. Monitors Seminar, orientation programmes and workshop 4. Enhancing the internet access & penetration. 5. Seminar on research methodology. 6. Encourages teaching staff members to apply for MRP & participate in seminars/orientation programmes.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

### 3.4 Details on research publications

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

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

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

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

ii) Without ISBN No. ☒

### 3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

X

3.11 No. of conferences

organized by the Institution

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

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

3

3.13 No. of collaborations

International

X

National

X

Any other

X

3.14 No. of linkages created during this year

X

3.15 Total budget for research for current year in lakhs :

From Funding agency

X

From Management of University/College

X

Total

X

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
X	X	X	X	X	X	X

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

1

2

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

X

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

JRF

X

SRF

X

Project Fellows

X

Any other

X

3.21 No. of students Participated in NSS events:

University level

50

State level

X

National level

X

International level

X

3.22 No. of students participated in NCC events:

University level	<input checked="" type="checkbox"/>	State level	<input checked="" type="checkbox"/>
National level	<input checked="" type="checkbox"/>	International level	<input checked="" type="checkbox"/>

3.23 No. of Awards won in NSS:

University level	<input checked="" type="checkbox"/>	State level	<input checked="" type="checkbox"/>
National level	<input checked="" type="checkbox"/>	International level	<input checked="" type="checkbox"/>

3.24 No. of Awards won in NCC:

University level	<input checked="" type="checkbox"/>	State level	<input checked="" type="checkbox"/>
National level	<input checked="" type="checkbox"/>	International level	<input checked="" type="checkbox"/>

3.25 No. of Extension activities organized

University forum	<input checked="" type="checkbox"/>	College forum	<input type="text" value="6"/>
NCC	<input checked="" type="checkbox"/>	NSS	<input type="text" value="2"/>
		Any other	<input type="text" value="6"/>

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

1. The College has adopted a Village named Saras, where various activities like cleaning of the Village awareness campus and literacy programme are conducted.
2. Special Awareness Camp
3. Regular Community services are given by involving the students to participate in awareness camps like AIDS, save the Girl child campaign, Literacy drive, Beti Bachhao & Beti Padhao, Pradhanmantri Dhanajana Yojana Road Safety etc.
4. Students are imbibed with the spirit of community service through NSS, Red Cross.
5. Spiritual awakening through Run for Unity, Born to succeed Programmes and organising Ganesh puja & Saraswati Puja in the campus. Active Citizens programme.
6. Organisation of Blood donation camp & health check up camps.
7. Patriotic Celebration of National & International Days to inculcate patriotism
8. Self Defence Training programme. 9. Active Citizenship programme.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.70Acr	-	Govt-	6.70
Class rooms	18	10	Govt	28
Laboratories	2	10	Govt	12
Seminar Halls	02	10	Govt	12
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	609	745	Govt/UGC	1354
Value of the equipment purchased during the year (Rs. in Lakhs)	10,00,000	25,00,000/-	Govt.Grant	35,00,000
Others				

#### 4.2 Computerization of administration and library

1. Admission Process. 2. E-Despatch 3.E-payments of Bills & Vouchers 4. E-Administration i.e. service matters

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8300	800000	11	2020	8311	802020
Reference Books	12346	1772301	47	12980	12393	1785281
e-Books						
Journals	71	10000			71	10000
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	17	1	3	3	1	4	7	2
Added	6	6	1					
Total	23	7	4	3	1	4	7	2

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

1. All departments have been equipped with computer. 2. Major departments are provided with LCD projector for interactive teaching 3. Emphasis on e-governance with-e-despatch, e-receipt, e-Admission. 4. Teaching & non teaching staff members are imparted with basic computer education. 5. Internet access is given a quantum jump.

4.6 Amount spent on maintenance in lakhs :

i) ICT	671400
ii) Campus Infrastructure and facilities	3crore
iii) Equipments	2031969
iv) Others	30000
<b>Total :</b>	<b>32733369</b>

## Criterion – V

**5. Student Support and Progression** 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Govt. publishes updated prospects of the College annually through e-space for consumption of public
2. College calendar published annually provides updated information regarding College profile-faculties, admission, examination ,fee structure, students supports facilities available
3. Parents ,alumni, students are encouraged to spread awareness about the support facilities available in the College to the applicants through the words of mouth. 4. Information is displayed on the notice board through circulars and office orders 5. Institution of awards for Honours toppers.

5.2 Efforts made by the institution for tracking the progression

1. Each dept. keeps a personalised track of the progress of its students.
2. Exceptional students are identified and prepared for university & state level exam. Alumni Association meets at regular interval in tracking the progression.
3. The department maintains a database of the students address, telephone number, ID etc.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
470			

(b) No. of students outside the state

X

(c) No. of international students

X

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
134	47	135	52	-	368	162	74	186	47	01	470

Demand ratio

Dropout %

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

1. Assessment of current skill deficit through quiz, debate; 2. Training of students in the language laboratory to develop soft skills. 3. Coaching of students in proficiency in English GD, numerical ability, reasoning , personality development.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Career guidance and counselling Cell works with the following objectives:-

1. Choice of career
2. Preparing for career related examination.
3. Development of memory & mind power.
4. Counselling is provided regularly through mentoring for personal & professional success.
5. Mentoring is conducted by identification mentor for group of 20 students. The mentor monitors the attendance performance and behaviour of the students.

No. of students benefitted

200

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
X	X	X	X

## 5.8 Details of gender sensitization programmes

<b>1. Organisation of self defence training programme</b>			
<b>2. Women safety of adolescent groom</b>	<b>3. Women &amp; Health</b>	<b>4. Empowerment</b>	<b>6. Counselling on health and hygiene</b>
<b>5. International women's day</b>			
<b>7. participation of students in Red cross, NSS, Rovers &amp; Rangers</b>			

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	X	X
Financial support from government	222	1044100
Financial support from other sources	X	X
Number of students who received International/ National recognitions	X	X

5.11 Student organised / initiatives

Fairs : State/ University level ☐ National level ☐ International level ☐  
Exhibition: State/ University level ☐ National level ☐ International level ☐

5.12 No. of social initiatives undertaken by the students

12

5.13 Major grievances of students (if any) redressed:

1. Safe drinking water facilities. 2.. Local transportation facility.3. Safe drinking water facility 4. need for improved sanitation- installation of water Purifier .5 Additional Hostel facility, more wash rooms. 6.more wash rooms

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**OUR VISION**

To be the centre of academic excellence by attracting, educating, enlightening and empowering the women through quality & holistic education with a view to orient them to be well-informed, dynamic and self-reliant agents of Socio-Economic transformation.

**OUR MISSION**

1. To create and stimulate a conducive academic environment for promotion of quality teaching - learning process, research and innovation in its strive for excellence.
2. To maintain a perfect balance in between education that promotes knowledge and creativity per se and training that imparts skills for employability.
3. To inculcate and nurture among the students egalitarian, secular and non- parochial values in addition to the core human values of sincerity, honesty, discipline, dedication and teamwork to make them not only intellectually competent but also morally upright, socially aware, spiritually awakened and patriotic citizens of the country.
4. To provide meaningful , relevant and holistic education for culturing scientific temperament, rational positive outlook and integrated character to impact family, community , state and the nation at large.
5. To promote all-round development of students to live a meaningful and harmonious life through community participation and sensitisation to social issues.

## 6.2 Does the Institution has a management Information System

1. SAMS has been introduced for the purpose of computerising admission process, detailed fee.
2. Easy access to students data
3. Issue of CLC on line
4. Online Scholarship
5. SMS mode of communication with students

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

### 6.3.1 Curriculum Development

1. Senior members are on the board of studies of the NOU & have been instrumental in introducing new aspects in the University prescribed syllabus, Curriculum structure design and revision.
2. Feedback from the students are collected by the teachers regarding the content of curriculum, its relevance & placed before the officiating University for correction and adoption

### 6.3.2 Teaching and Learning

1. Emphasis on interactive learning
2. Addition of computer and LCD projector
3. Improvisation through students feedback
4. Inclusive pedagogy is adopted by the faculty members to cope with the individual differences among students.
5. Computer assisted instructor (CIA) is adopted by teachers in the SMART class Room in the form of power point presentation, use of LCD projector & use of Internet.
6. field trips and field survey and project method are adopted by different departments to provide experience centred learning.
7. Remedial classes for slow learners and special group classes for the advanced learner.

### 6.3.3 Examination and Evaluation

1. Use of Computer in examination management
2. No promotion without examination.
3. Continuous and comprehensive evaluation to assess the learning outcome effectively.
4. Unit test after the completion of each unit
5. Appraisal of students attendance and performance by proctor
6. E-valuation training to teachers.

### 6.3.4 Research and Development

1. ICT facilities in major departments
2. Research committee constituted
3. Promoting research culture through training session , workshop
4. Submission of MRP, attending refresher & orientation programme

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

1. New Modern equipments have been purchased
2. LCD projector & sound system installed
3. SMART Class Room operationalised
4. Language Laboratory opened

### 6.3.6 Human Resource Management

1. Salary bill in HRMS
2. Online Payment
3. Self appraisal as a means of self improvement
4. Motivating faculty through increment
5. Feed back from students and alumni.
6. Skill development module through computer training.
7. Workshop on gender sensitisation, health & hygiene.

### 6.3.7 Faculty and Staff recruitment

- Recruitment of Guest faculty annually as per policy of the UGC for preparing a panel of personnel for each department.

### 6.3.8 Industry Interaction / Collaboration

Industries keep personal Interaction with each department; Identification of potential industry in respective area, Home Science Dept. has module on Hospitality, nutrition dietician course & students serve the local hospital as a when necessary.

### 6.3.9 Admission of Students

1. Students are admitted on the basis of Merit. 2. The admission conforms to the admission policy & reservation norm of the Govt. 3. Online admission through SAMS. 4. Students counselling is provided during admission. 5. Students orientation to the College on the first day of admission.

### 6.4 Welfare schemes for

Teaching	Teachers Welfare fund generated
Non teaching	Reimbursement Of Health Expenses/Festival Advance/Cold liveries
Students	Students Aid Fund/Students Insurance

### 6.5 Total corpus fund generated

1. Funds are provided by the Govt as per the demand  
.2. Corpus fund of 2 lakhs for Institutional awards

6.6 Whether annual financial audit has been done    Yes ☒    No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	✓	Govt.	✓	Principal
Administrative	✓	Govt.	✓	Principal

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

For UG Programmes    Yes ☒    No ☐

For PG Programmes    Yes ☒    No ☐

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

1. College Dev. Council CDC acts as a conduit between affiliated College & University.
2. CDC organised workshop on Choice based credit system.
3. University has appointed the College as the Nodal centre to manage examination system in Colleges of the district.
4. University was made the Zonal valuation centre to evaluation answer scripts of the First University Exam & Second University Exam -2015 .It has been decided by the University to switch from Annual System of examination to semester system and choice-based credit system

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

The University has encouraged the College when approached.

6.11 Activities and support from the Alumni Association

1. Alumins are serving as Guest faculty in Home Science & Economics
2. Invited for skill based training session.
3. Two Alumins helped the organisation and conduct of self defences programme as master trainer.
4. Encourage participation in cultural programme.
5. Assist in sports & other athletic programme of the College

6.12 Activities and support from the Parent – Teacher Association

Parents were apprised on their wards performance and feedback was collected.

6.13 Development programmes for support staff

1. Computer Literacy
2. Training to operate Xerox machine
3. Training in tailoring
4. Training in type work & issue despatch

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

1. No smoking Zone
2. Polythene free Zone
3. Putting dustbin at many places.
4. Categorisation of waste material into bio-degradable and non –bio-degradable for effective waste management, Plantation drive.

## Criterion – VII

### 7. Innovations and Best Practices

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

1. Increased use of audiovisual aids in teaching learning process. 2. The College publishes its own magazine 3. Operationalisation of Language Laboratory & increased use of computers by the staff. 4. Teachers are trained about power points excel words & other basic software. 5. Introduction of SMS modes of Communication. 6. Institution of award for Hons toppers

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

1. Institution of IQAC Cell .2. Opening of Science with Hons teaching facility 3. Opening of Computer Science (Hons) under Self-Financing Mode 4. Opening of Hons teaching facility in Education Hons, Pol. Sc (Hons), Hist (Hons), Eng (Hons) & Odia (Hons) in Arts stream. 5. Introduction of SMS mode of Communication. 6. Seminar on Examination Reform 7. Weekly Seminar at the Departmental Level. 8. Institution of Award for Economics (Hons) and Home Science (Hons) toppers 9. Free Internet access to staff & students

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

A. Annual publication of College Magazine & organisation of talent search week. B. Language Laboratory. C. Implementation of Common Minimum Standard 2014 in letter and spirit.

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

- 7.4 Contribution to environmental awareness / protection

1. Introduction of Environmental Science as a Foundation Course.  
2. Plantation Drive 3. Extensive use of dustbins. 4. Celebration of Environment day.  
5. Plantation drive & Celebration of Bana Mahostav. 6. Extensive use of CFL Bulbs  
7. Swatcha Bharat Abhijan on 26-10-2014.

- 7.5 Whether environmental audit was conducted?

Yes

☐

No

☐

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

**Strength of the College:-**

1. College vision and mission document 2. 35 years of existence with centrally located campus and excellent infrastructure. 3. Good governance through implementation of Common Minimum Standard ( CMS )guideline. 4. Qualified & committed Staff 5. Separate Arts / Science Block 6. Students Discipline 7. Helping & protecting Hand of the president GB and Govt. 8. Well stocked conventional library with a rich repository of text book and reference book ,historical & geographical maps. 9. Well furnished modern laboratory .

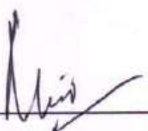
**Weakness:-** 1. Insufficient Land area as a constraint to growth. 2. Low fee dues to poor economic back ground of students 3. Limited students progression due to first generation students 4. Shortage of regular staff 5. Conventional annual examination with unit-based curriculum 6. Non-creation regular post in Science Stream and newly created hons subjects. **Opportunity:-** 1. To be a multi facility College 2. Centre for inclusive education 3. To offer diverse course and become a multi-faculty college

**Threat:-** 1. Competition from nearby autonomous College. 2. Changing preference of women students for co-education College due to increased regulation by Govt. & University. 3. Instability in the economic environment 4. Maintenance & up keeping of huge College building 5. Many of the conventional courses are not job oriented & hence languishing.

**8. Plans of institution for next year**

1. Introduction of New Course to convert the College into a multi-faculty College  
2. Construction of a website for the College. 3. Construction of a new Hostel  
4. To add to the existing physical infrastructure of the College 5. To establish quality Circles in the following key areas:- Healthy practices & social citizenship , physical and technical facilities; students quality circles. 6. To conduct out-reach programme . 7. To recommend to the University for introduction of Semester system of examination & Choice based credit system. 8. To get NAAC Accreditation. 9. Well furnished computer science laboratory. 8. introduction of sociology & Sanskrit Hons subject. 9. Introduction of Geology Hons & Pass in Degree Science. 10. To Make College Wi-Fi Campus. 11. Introduction on B.Voc

Name Dr. Pravakar Naik



Signature of the Coordinator, IQAC

Name Dr. Harishchandra Nayak



Signature of the Chairperson, IQAC

**Annexure I**

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