

SELF STUDY REPORT

GOVT. WOMEN'S COLLEGE, KEONJHAR

E-MAIL ID:-

principalgwckjrdegree@gmail.com

Website:- www.gwckeonjhar.in

Dist.-Keonjhar

Odisha, - 758001



Submitted to :-

National Assessment & Accreditation Council,

Bangalore – 560072

PREFACE

Government Women's College, Keonjhar, a premier institute of higher education, is located at the headquarters of Keonjhar district in Northern part of Odisha . On its inception in 1979, it was christened as Women's College, Keonjhar and started functioning under a private management. The state Government took over the management of the College on 28th August 1983 . The College was re christened with its present name as Govt. Women's College, Keonjhar. Nestled in the lap of nature, the College provides a wide range of programmes and offers a congenial, conducive and vibrant environment for academic pursuit. The natural surroundings, gigantic infrastructure, posh amenities, well equipped laboratories, highly revered pedagogy backed by dynamic and versatile faculty, kaleidoscopic campus, ever basking in the sunshine of togetherness have made this institute a widely sought-after destination.

A steering committee has been constituted to prepare the Self Study Report- a long drawn rigorous and introspection process, on the basis of the guidelines provided by the self-study documents of the NAAC. The Committee held a series of meetings and received whole hearted support and cooperation from all quarters during the process.

A sincere effort has been made to make the Self Study Report as objective and as comprehensive as possible. The focus has been on the details of curricular, student progressions, teaching learning and evaluation, research, consultancy and extension, infrastructure and learning resources, governances and leadership etc.. Preparation of SSR gives us the opportunity to know our areas of strength, weakness, opportunity and threat which will guide us towards further academic excellences. The college looks forward to the visit of the peer team of the NAAC to be assessed and be benefitted by the counsels and recommendations offered to move a step ahead towards the goal.

My sincere thanks go to the members of Steering Committee for their untiring and sincere efforts in preparing the reports.

True to the mission of the NAAC, which, inter-alia encourages self evaluation, accountability, autonomy and innovation in Higher Education, the entire college was involved in this venture of preparing Self Study Report.

PRINCIPAL

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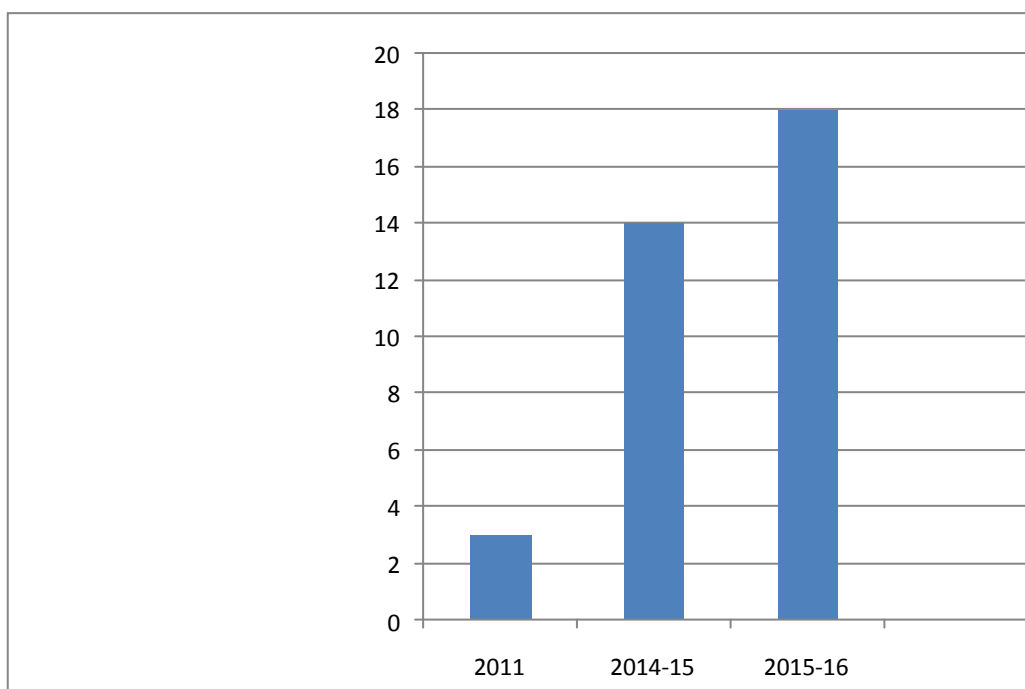
Executive Summary

Government Women's College, Keonjhar is the only Government College for women in the headquarters of the tribal-dominated district of Keonjhar in the northern part of Odisha catering to the academic needs of students mostly coming from socially and economically weaker sections of the community. Since its inception in 1979, it has made great strides in curricular, extracurricular and co-curricular activities and after being converted into a multi faculty one, it is now poised for a phenomenal growth in teaching, learning, extension, research and infrastructure. The executive summary of various criteria-wise inputs is presented below to give a bird's eye view of how the college surges ahead towards excellence.

CRITERION -I: Curricular Aspects

The College upholds its motto in its clearly stated vision and mission statement for emancipation and empowerment of women through holistic education. The mission statement addresses effectively the needs of the society, the students and the tradition of the college. There has been surge in number of the academic programmes from 3 in 2011-12 to 14 in 2014-15 and 18 in 2015-16, and all the programmes are consistent with the institution's goals and objectives. (The Fig-1 exhibits the year-wise numbers of programmes). The wide ranges of programme offerings provide value addition courses, enrichment and adequate academic flexibility in choice of programmes as per the aptitude and interest of students. For greater academic flexibilities, it has been decided to apply for autonomous status for the college in near future.

Fig-1.1 Increase in programmes



The curriculum is framed by the North Orissa University in which some senior teachers of our college are members of the Board of studies. The guidelines of UGC are followed for developing and restructuring the curricula. The existing courses are modified annually to meet the emerging issues of national development and global market requirements. The teachers of the college suggest useful changes for updating the curriculum. Besides this, they review the curricula of different subjects and suggest changes to the University authorities for consideration and incorporation. The curriculum is enriched by the college through value-based education, field visits and interdisciplinary studies like Environmental Studies, Indian Society and Culture, Communication skill and Personality development etc.

Feed back on curriculum is obtained from all the stake holders and analysed in the staff council meeting. The outcome and suggestions are used for continuous improvement and communicated to the affiliating University.

The introduction of new courses by the college and restructuring of existing one by the University have led to a phenomenal increase in student enrolment (Fig-1.2. provides a graphical representation of the year-wise progression in enrolment).

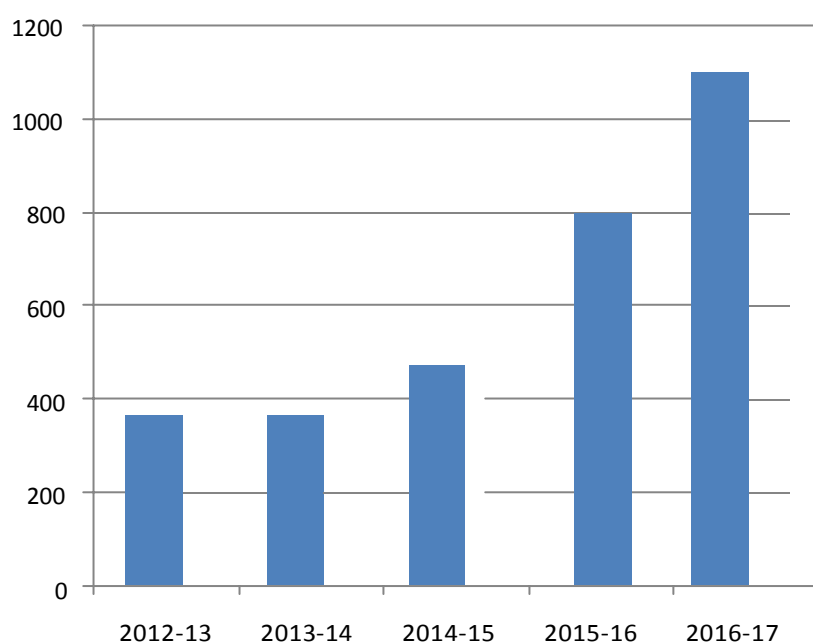


Fig 1.2.-Year wise Enrolment

CRITERION -II: Teaching and learning

The college has a well-administered and transparent admission process. Its hall marks are wide publicity of the e-admission schedule and admission prospectus in the web-site, online submission of Common Application Form(CAF),offline submission of CAF with relevant documents, validation of CAF by the college ,uploading the particulars of the applicants, admission under Student Admission Management Systems(SAMS) purely on the basis of merit and adhering completely to the rules of reservation and weightage stipulated by the government. Category-wise selection list along with the cut off marks for each course is uploaded in the website and notified in the college notice boards at every stage of selection and admission for wider publicity and transparency. The college has deployed a well-defined strategy for ensuring access and equity. Seats are reserved for SC, ST, PH, OLNS and Ex-serviceman categories of students, while weightage is given to distinguished sports persons and NCC cadets . The students also get assistance from Students Aid Fund of the college.

There also exists provision of scholarship by state and Central Government to the meritorious students belonging to socially and economically backward communities. This is the reason why the college is well represented by students from different geographical areas, and socio-economic, cultural and educational background. There has been a quantum jump in the number of courses in the recent past. The wide range of courses with a variety of elective options helps to cater to individual differences amongst the learners. The interaction in the Induction Ceremony, Counseling Session and Welcome Ceremony helps to identify the interest, aptitude, lapses and knowledge gaps of the incoming students. Special Remedial classes for slow learners to bridge the knowledge gap and special guidance to advanced learners through mentoring are provided to facilitate their improvement. Since the number of honours seats is much more than the number of total seats, the students enjoy freedom of choice, as per their area of interest and aptitude, exercising their choice in the honours counseling session.

The Institution has a positive attitude and approach to cater to the special needs of differently abled students. The facilities available are disabled friendly entry into the college, classes, exam halls and library, with ramp facility, upward slopes of lower height and higher breadth, at the entrance, wheel chair facility etc, learning at zero cost and scholarship.

The institution has inbuilt mechanism which facilitates the effective conduct of teaching and learning process to achieve the goal of academic excellence. It plans and organises teaching, learning, evaluation and other co-curricular and extra curricular schedules as per the academic calendar of the college stipulated at the beginning of the session. The teachers are regular and punctual in taking classes as per the time table and meticulously follow the previously planned lesson plan in the class. They maintain the progress registers which is regularly monitored by HOD and the Principal. Though the teaching-learning method is lecture method based on chalk and talk, the teachers supplement and support the method by interactive discussions, giving lecture notes and handouts, project based and computer assisted learning, group discussions, seminars and other collaborative exercises to make the learning student-centric. The teachers use modern teaching aids and tools like computer, audiovisuals, multimedia, ICT, internet and other materials for better dissemination of knowledge. One multimedia laboratory is planned to be installed in near future for preparation of

e-modules.

Industrial, historical and environmental tours are organised to enable the learners to gain firsthand knowledge. To enrich the curriculum, departmental societies regularly organise seminars, extension lectures, invited talks, quizzes, debates and other activities to keep pace with the recent development in their respective subjects. Eminent scholars, scientist and luminaries ignite and illuminate the minds of both faculty and students. The evaluation of the teachers by students through feedback helps to feed-forward the rate of improvement in teaching and learning.

The onus of recruiting staff lies with the government of Odisha in the Department of Higher Education on recommendation of Orissa Public Service Commission strictly as per the UGC guideline. The college scrupulously follows the UGC guideline while recruiting the guest faculty. The government appointed teachers are engaged either as part time teachers or on deployment basis to teach new programmes for modern areas of study. More than 50 percentage of regular teachers have been awarded with Ph.D degree and most of the teachers are engaged in active research, many are to be awarded Ph.D degree very soon. The teachers are sincere, dedicated and committed to the mission and objectives of the institution. They take initiative to learn and regularly participate in conferences, work-shops, seminars and refresher courses to keep themselves abreast of latest developments in their respective domain of knowledge. Some teachers present papers, while some are invited as resource persons. Many of them use latest tools like LCD projector, Interactive Board, white board and lapel-microphone and so on. Teachers quality is promoted by developing their professional competency through use of various training programmes in computer, internet, audio visual aids, computer aided packages etc. inside and outside the college. The strong students' feedback on teachers, self-appraisal by teachers and PAR by the Principal help faculty members not only to enhance their core competency but also to seek improvement in their work continuously.

The performance of the students and learning outcome is comprehensively and continuously evaluated and monitored at the college level internally in terms of formative evaluation like unit-wise tests, house tests, class tests, presentations, assignments and discussions and externally in terms of summative assessments through the term-end examinations by the University. The evaluation method is communicated to the students through college calendar and notice board and the

method ensures transparency. The progress of the students is monitored by the mentors, HOD of the departments, academic audit by the Vice Chancellor of the University and communicated to the students and parents through SMS/by post. The IQAC is vested with responsibility to plan quality, sustenance and enhancement measures to be undertaken by the institution.

CRITERION-III: Research, Extension and Collaboration:-

The quality of teaching and learning is greatly enriched by the research input. Hence, research, of late, has been one of our main concerns, after the college has been upgraded into a multi faculty one. One Research Committee has been constituted to execute the research policy and to facilitate and monitor research activity with an avowed objective to promote research culture among faculty and students and to have a research ambience in the college. It acts as a facilitator for faculty research by providing details of funding agencies, promising research areas and specialised laboratory for research. Faculty participation in research is promoted by providing study leave, academic leave and research facilities developed in the college. Since the college is primarily an undergraduate one, the scope of student's participation in research activity is limited. However, the college takes initiative for their participation in research activity by organising departmental seminars, enabling them to participate in seminars on research methodology, undertaking surveys on social research. Above all, study tours, visit to industrial houses and places of cultural and historical importance, training on writing skill creates a research ambience in the campus. The college has recently developed a supportive infrastructure for research activities in terms of good library, Computer facility, 24 hours internet facility through wi-fi-connectivity, photocopy facility, audio-visual kits and up-gradation of laboratories with modern equipments. Steps are also being taken to subscribe more journals and to have INFLIBNET connection.

The College encourages faculty to participate in professional academic programmes and to publish in academic journal. Most of the staff are engaged in multi-disciplinary research activity. Seminars, work-shops are organised in the college and distinguished academicians and persons of eminence are invited to address the students and teachers in advanced frontiers of knowledge. Needless to say, such activities help to promote research culture and aptitude among the teachers and students. Some of our faculty members are approved research

guides in our university and in research centers of other universities while others are engaged in research activities like publication of critical and creative writings.

The college has a Career Counseling Cell which keeps liaison with the local enterprises/ institutions for possible job opportunities to the students. This effort of the institution has been widely appreciated from all quarters.

The college promotes faculty participation in consultancy work. Since the college is a government college, it provides consultancy to the schools, college and affiliating university, NGO and Govt. Departments free of cost, as and when invited. The Department Of Economics Provides consultancy to the District Planning Board, when invited. Dr.(Smt) B. Dash , Lect. in Economics is an active member of the District Planning Board.

The institution is responsive to the needs of the community and conducts relevant extension programmes. Students and faculties participate in a wide range of extension activities through NSS, YRC, Rovers and Rangers, Red Ribbon club etc. Workshops, seminars, talks, poster exhibition, awareness campaigns etc. are regularly held for mass sensitisation on cross cutting issues such as gender inequality, environment, climate change. Health of women is at the centre-stage of all activities starting from women's rights, reservation for women, elimination of violence against women, female foeticide (Beti Bachao Beti Padhao) at the institutional level or in collaboration with NGOs. This creates a lasting impact in developing sensitivities towards egalitarian values and community issues.

The college has its own neighbourhood network in terms of Village Adoption Programme in which student acquire the attitude for services and training contributing to community development. As a result, the local community benefits from the institution and the institution benefits from the community. Some of the extension and outreach programmes are integrated in its curricula for a better social integration. The NSS unit of the College organizes the Puja special camp and Winter special camp at its adopted village.

CRITERION IV: Infrastructure and Learning Resources

Good and adequate infrastructural facilities are key to the efficient and effective conduct of educational programmes in an institution. Keeping this in view , the college boasts of adequate physical infrastructure facilities for its academic , extra-curricular and co-curricular activities .Its infrastructural facilities consist of

four multi-storied blocks:- 1.Two storied Administrative Block, 2.Two storied Arts block,3.Two storied New Academic Block and 4.Three-storied Science Block. It has 77 number of well-furnished class rooms with adequate lighting and ventilation. The basket of infrastructural facilities includes well-stocked computerised central library with rich repository of text and reference books, well equipped Language laboratory with voice recording, play back and one to one interaction facility, ICT enabled smart class room, spacious auditorium well equipped computer laboratory, computerised SAMS laboratory for e-admission, common room and toilets in each storey of all buildings, separate wash rooms for students and staff, one open air stage close to the auditorium, multi gym and well equipped modern science laboratories for Physics, Chemistry, Geology, Botany, Zoology ,Education and Home Science. The campus is well-fenced with boundary wall in all sides. Because of its look and location, the college is the favorite choice for conduct of Public examinations by OPSC ,Staff Selection Commission etc. and for conduct of Zonal Valuation by University and for general election by the District Administration.

In the last two years, the Science and Commerce courses have been opened with honours teaching facilities. To keep pace with the academic growth, there has been exponential augmentation in its infrastructure in last four years .The New Academic block is just handed over in 2015 ,while the Science Block became functional in 2014.Room No.6 was added to the Arts Block in 2013.A new hostel to accommodate 300 boarders is now being constructed at a cost of Rs. 5.4 Crore. Plan and estimate has been submitted for sanction of funds for construction of separate Commerce Block, Library and Student Activity Centre. Keeping in view the growing technological advancement in higher education, new laboratories for Geology & Computer Science have been constructed and the laboratories of Physics, Chemistry, Botany, Zoology and Home Science have been well equipped with additional advanced instruments and equipments out of the grant from State Govt. and the UGC.

There are adequate and up to date computer facility accessible to all faculty and students. In the year 2015-16, the college has launched its website www.gwckeonjhar.in and information about various aspects of the college and its functional areas have been posted for access of all. The college ensures optimum use of its existing infrastructure and optimal utilization of funds allocated for its maintenance and upkeep by holding regular meetings of HODs, interface meeting

between the Building Committee and PWD authorities.

The most remarkable achievement of the college is wi-fi connectivity and computerisation of laboratory. The college is now having a fiber optic back-bone in the campus for connectivity of internet with 4 Mbps leased line. The access to internet is provided to all departments, administrative office, library and hostel through this network. Another milestone of the College is the incorporation of the College under RUSA scheme of the Government for the Institutional and infrastructural Development.

The library is being computerised. It has a reading room, photo copying facility, question banks and 24 hours net connectivity. The library staff are very cordial and always motivate the students to read the new arrivals and to have access to e-resources through internet. The college has a trained P.E.T to train the students in sports, games and athletics. Under his able guidance, students have achieved distinction at the university, district, state and national level competitions. Miss Hera Majhi of +3 2nd year Arts has brought laurels for the College, District and the State in Athletics.

CRITERION V: Student Support & Progression

Students are the key stakeholders in the college. The diverse programmes in academics as well as co-curricular and extracurricular activities in the college are well synchronized and reinforced with one another to produce an effective support structure for their progression as visualised in the vision and mission of the college.

The college provides clear information to the students about admission, completion requirement for all programmes, the fee structure, financial aid, sufficient and well run support services available.

In the beginning of the year one indoctrination ceremony is organised to orient the newcomers about the rules and regulations of the college, their duties and responsibilities in order to imbibe the core values and ethos of the college.

The college calendar circulated to all students annually disseminates information about the courses available, faculty members, extracurricular and co-curricular facilities, types and number of scholarships, financial aid, admission, examination,

hostel and library rules etc to students. Institutional schemes for students welfare like insurance, mentoring and support etc are undertaken for the safety and security of the students.

Socio-economic profile of the area reveals that most of the students belong to SC, ST, Socially and Economically Backward Classes and Other Backward Classes. The SC & ST students are given stipend while Socially and Economically Backward students are given medical aid from Red Cross Society. There are two TRW hostels for accommodation. Since most of the students belong to the first generation learners, special classes and remedial coaching classes are arranged for them.

The college envisions to improve value-based education for holistic development of students. Hence it imparts special training with a view to develop life skills, Career training, community orientation, good citizenship, personality development, training on martial art, yoga, music, communicative English etc. To enrich curriculum, there is provision for computer literacy training to willing students to foster global competencies among the students. The various societies/associations spread awareness and sensitize them about cross-cutting issues in modern society like-environment pollution, global warming, Swatch Bharat Abhiyan etc. Since it is a women's college, they are also sensitised about issues surrounding and relating to women like women literacy, Beti Bachao-Beti Padhao Abhiyan, women's rights, foeticide and female anti-sexual harassment laws etc.

The college conducts various types of competitions throughout the year providing abundant opportunities for students participation in a number of extracurricular and cultural activities. It also ensures exposure of its students to different faculties and eminent scholars through workshops, seminars, extra-mural lectures etc. It publishes its annual magazine "Vijaya laxmi" for the literary development of the students. Wall magazine is also published in the college, departments and hostels to generate creativity among students. Prizes along with certificates of merit are awarded to deserving students for excellence in academics and extra-curricular activities.

The college has varied range of sports facilities and a multi gymnasium for the benefit of students. Our students have represented the college at the University/ Zonal / Dist/State & National level sports. One of our students of +3 2nd yr Arts Ms. Heera Majhi has become university champion this year i.e 2015-

16. Sushree Smaraki Mishra of +3 2nd yr science is awarded in Dist, State and National Level cultural activities.

The NSS, YRC, Red Ribbon club of the college are vibrant throughout the year with the celebration of days, organising extension activities, awareness and sensitising programmes on community development, Literacy, Health check-up and Blood donation camps etc. All these activities not only benefit the society but also make the students responsible and active citizens of the country.

The placement cell strengthens the support services by organizing Industry academic interfaces and tie-ups have been initiated with industrial giants to bridge the gap between academic and available talent and fast-track IT industry.

There is a Grievance Redressal Cell functioning in the college to redress the complains and implement the suggestions of all stake holders.

The distinguishing feature of the college is the mentoring system. Teacher student mentoring and student-student mentoring process with 20 to 30 students under each mentor aims at ensuring their professional, physical, personal and psycho-social well being. It ensures faculty participation in academic and personal counseling.

CRITERION VI: Governance, Leadership and Management

The college is a Government college owned, operated and managed by the Government of Odisha in the Department of Higher Education. As such, the policies within the board framework of the government are executed by the Principal under the supervision of the Director and the Regional Director. However, there is a governing body under the chairmanship of the Collector and District Magistrate with the Principal as secretary and some other members. The Principal remains in constant touch with the Governing Body and keeps apprised of all major issues.

The management provides the leadership in defining a clear vision and mission statement in tune with the objectives of Higher education policies of the nation. The Principal translates the vision statements into activities-both academic and non academic. It is the visionary and transformative leadership of the Principal, which has steered the college to its present iconic status.

The organisational structure of the college is decentralised to the level of students and ensures democratic participation of all stake holders in formulation of action plan. The objectives of the college are communicated and deployed at all

levels to ensure individual stake holder's contribution for institutional development.

A number of committees are constituted for management of academic, administrative and other institutional activities. Meetings after meetings are held regularly to take decisions on admission, academics, finance, infrastructure, extension activities and other perspective plans of the college. All co-operate and collaborate and the Principal is the king pin for internal co-ordination and monitoring mechanism. The feedback from all the stake holders are analysed and used as inputs for decision making and performance improvements. There is a Grievance Redressal Cell and a host of welfare measures for the staff and the students. All these help to achieve effective implementation of institutional policies.

Quality in teachers is an essential pre-requisite for quality in teaching and learning. The college has a clear cut strategy to recruit guest faculties and retain diverse faculties who have desired qualification, knowledge, skill and experience. The policy and practice of the college is to support and ensure professional development of faculties by sponsoring them for Refresher Courses, Orientation Programmes, Research, participation in seminars, conferences and workshops. The faculties are provided with well maintained and functional office, ICT facilities, 24 hours net connectivity and institutional and other infrastructural facilities to carry out the work effectively. Their professional competency is regularly updated by organising staff development programmes for skill up gradations. Furthermore, the mechanism for regular performance appraisal of staff and students feedback on teachers have been evolved to enhance the commitment and to ensure academic excellence.

The college receives financial support mostly from the Government and the UGC. Hence, it has established a mechanism for ensuring transparency in financial management. There is an account section with accountant and cashier under the Accounts Bursar to execute all tasks relating to finance. The income and expenditure of the college is regularly audited both internally and externally by the auditors and audit supervisors from the Directorate, Govt and the Accountant General of Odisha.

The college is committed to uphold the highest standard of quality in academic, co-curricular and extracurricular activities. While the management takes the perspective view, the IQAC of the college functions for quality assurance and sustenance within the existing academic and administrative system. The regular

meetings of IQAC help effective planning and implementation of quality policies.

SWOC ANALYSIS

Govt. Women's College, established in 1979 has been imparting quality education at an affordable cost with more than 35 years of impressive track record. We have the will and courage to introspect with a view to assess our strength to identify the areas of weakness to explore the opportunities and to take up the challenges with confidence and boldness. An attempt is made in the following section to present the SWOC analysis of the College for identification of key areas for further improvement in our tireless journey towards excellence.

Strengths

- Mission of the college nurtured through integration of academic, co-curricular and extracurricular activities with thrust to educate, enrich and empower the students in a holistic manner.
- A small beautiful and centrally located campus besides NH-215 well connected by different means of public transport.
- Absolute transparency in admission, administration and appointments.
- Consciously evolved supportive framework of diverse new courses in Arts/Science/ Commerce.
- Good academic environment supported by separate academic blocks for each stream Auditorium, Multigym, Smart Classroom, Language Laboratory 24 hours internet connectivity through wi-fi system in all functional areas, 24 hours CCTV surveillance, well stocked Library, departmental seminar, Students and faculty improvement programme and multifaceted sports and extension programmes.
- Dedicated and committed faculty with a host of young and energetic teachers, effective and supportive guidance from GB, PTA and Alumni Association which generates impetus for robust and smooth functions.
- A highly motivated disciplined and responsible students and body of students to manage the entire spectrum of co-curricular and departmental activities in the most effective and innovative manner.

- Commitment to social justice as envisioned on the mission for integration of social justice into the pursuit of excellence and a deep sense of bonding among students despite their diversity in their social , cultural and economic background.
- Well functioning Anti raging Cell, Counseling Cell and Sexual Harassment Cell to create a robust work culture and healthy academic ambience.
- A dynamic IQAC, which plays a vital role in ensuring quality in education through various quality enhancement measures and monitoring mechanism.
- Cooperative and supportive alumni Association motivating the new batches, felicitating retired staff and distinguished alumni in Annual get-together.

Weaknesses

- The College has not assiduously and professionally created any niche for itself and prefers to allow its deeds to speak.
- Curriculum not in sync with contemporary needs or global standard due to constraint of University prescribed curriculum.
- Deficiency of academically endowed students from the feeder schools.
- Admission of first generation learners from socio-economic backward community to obtain degree and facing resistance to their ambitions of carving a career of their choice.
- Lack of permission from Government to create permanent post and to open PG and enrichment courses.
- Lack of collaborative research, Industry-academic interface and inadequate scope for consultancy service.
- Lack of adequate career oriented programmes and professional courses.
- Conventional evaluation method for the University programmes.
- Time constraint in resolving students" problems relating to examination, result etc as the University is about 200 Kms away from the College.

Opportunities

The College cannot remain isolated from general trend and tendencies. Opportunities and challenges are like two sides of the same coin. The opportunities exist in the following forms and need to be tapped.

- Immense scope to initiate new courses, up gradation of ICT which are overdue.
- Opportunity for effective mentoring to check drop out rate.
- Larger scope for social integration of students belonging to SC and ST through Equal Opportunity Centre, Career Counselling Cell etc.
- To explore the possibility of promoting clustering of Colleges in the district.
- Effective use of language laboratory by introducing short term courses for development of analytical skill, communication skill, presentation skill, Skill and ability to reason.
- New skill development and vocational courses to enhance employability.
- Era of collaboration;- Industry and academia , national and international Level institute and organisations.
- Sensitization of students to actively engage with its immediate neighbourhood through network of Government organisations, NGOs and voluntary organisation etc.
- To take advantages of various schemes of UGC.

Challenges

- Stiff Competition from both upcoming established and autonomous institutions.
- A number of students hailing from socially and economically backward communities and unable to afford heavy expenses on higher education.
- Most of the staff members being fresh and new need time, training and motivation to perform and excel.
- Ensuring dropout to tolerable level.
- Getting the post created for teaching and non teaching staff for introduction of new courses.

- Revisiting the conventional pedagogy so as to establish the real connection between information, knowledge and wisdom.
- Reinforcing ethical mindset and compassionate outlook in the contemporary time when perception of youth is swayed by materialism, selfishness and glamour.
- Reducing trend of students taking admission in traditional degree programmes.
- Adjusting to rapidly changing socio eco- political and technological environment.
- To fulfil the demand of the students for introduction of PG courses.
- Ensuring benefits to students with diverse back grounds having diverse needs.
- To increase the network of the alumni whereby they can maintain regular contact with the College.

PRINICPAL

SECTION B: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	GOVT WOMEN'S COLLEGE, KEONJHAR	
Address :	AT- MANDUA, BADADERA PO/DIST- KEONJHAR	
City :	Pin : 758001	State : ODISHA
Website :	gwckeonjhar.in	

2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr.Harekrishna Nayak	O: 06766-255220 R:	9437379202	06766-255220	principalgwckirdeegree@gmail.com
Vice Principal		O: R:			
Steering Committee Co-	Dr. Sadasiba Maharana	O:06766-255220 R:	9437299872		principalgwckirdeegree@gmail.com

3. Status of the

Institution:

Affiliated College

Constituent

College Any other

(specify)

✓

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By Shift

i. Regular

ii. Day

iii. Evening

✓

✓
✓

5. It is a recognized minority

institution?

Yes

No

✓

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

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v

6. Sources of funding: Government
Grant in-aid Self-financing Any other

7. a. Date of establishment of the college: **05-08-1979** (dd/mm/yyyy)
b. University to which the college is affiliated /or which governs the college (If it is a constituent college) **North Orissa University, Baripada, Odisha**

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	15 Feb-1993	Permanent
ii. 12 (B)	15 Feb 1993	Permanent

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **Not applicable**

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes ☒ No ☐

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☒

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☒

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☐ No ☒

If yes, Name of the agency and **NO**

Date of recognition: (dd/mm/yyyy) **NO**

10. Location of the campus and area insq.mts:

Location *	Urban/Tribal/Hilly Area
Campus area in sq. mts.	6.7 Acre = 27108.2 Sq. mts.
Built up area in sq. mts.	11310 Sq mts.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• ☒ Auditorium/seminar complex with infrastructural facilities

• Sports facilities

* play ground ☒

* swimming pool

* gymnasium ☒

• Hostel

* Boys' hostel

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

* Girls' hostel

i. Number of hostels **2**

ii. Number of inmates **160**

iii. Facilities (mention available facilities)- **Common room
Literacy Club, Indor Club and Library**

* Working women's hostel

NO

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available—cadrewise)

1. One 'C' type quarter for the Principal

2. 4 'D' type quarter for the teaching staff

3. One 'E' type quarter for the watchman of the College

- Cafeteria — **No**

- Health centre – **First Aid**

First aid **√**

Inpatient, Outpatient,

Emergency care facility **√**

Ambulance:- Arrangement with nearby hospital and calling 108

Health centre staff—

Qualified doctor	Full time	x	Part-time	x
Qualified Nurse	Full time	x	Part-time	x

- Facilities like banking, post office, bookshops **No**

- Transport facilities to cater to the needs of students and staff **Public Transport**

- Animal house **No**

- Biological waste disposal **Yes**

- Generator or other facility for management/regulation of electricity and voltage **Yes**

- Solid waste management facility **Yes**

- Waste water management **Yes**

- Water harvesting **No**

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	BA (H) BSC (H) B Com (H)	03 yrs	Higher Secondary Education for all programme	English Odia	192 128 128	192 128 88
	Post-Graduate						
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						
	Certificate courses						
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details)						

13. Does the college offer self-financed

Programmes? Yes ☒ No

If yes, how many?

01, B.Sc in Computer Science

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No		Number	16
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Bot, Chem, Math, Phy, Zool, Geology and Computer Science	√		
Arts	Eng, Odia, Hist, Pol.Sc. H.Sc. Eco. Sans, Socio, Edn.	√		
Commerce	Commerce with Accountancy	√		
Any Other (Specify)				

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, and M.Com...)

- a. annual system
- b. semester system
- c. trimester system

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

- a. Year of Introduction of the programme(s).....NA..... (dd/mm/yyyy)
and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:NA.....

Date: (dd/mm/yyyy)

Validity:.....

- c. IstheinstitutionoptingforassessmentandaccreditationofTeacher Education Programmeseparately?

Yes ☐ No ☒

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☒

If yes,

- a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:

..... Date:

..... (dd/mm/yyyy)

Validity:.....

- c. IstheinstitutionoptingforassessmentandaccreditationofPhysical Education Programmeseparately?

Yes ☐ No ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	-	-	-	-	-	12	-	25	-	7
<i>Recruited</i>			03	02	02	03	08	05	03	04
<i>Yet to recruit</i>					-	02	-	12	-	-
Sanctioned by the Management/ society or other authorized bodies					-	39	03	03	-	-
<i>Recruited</i>					10	16	03	03		
<i>Yet to recruit</i>						13				

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			02	01		02	05
M.Phil.				01			01
PG			01		02	01	04
Temporary teachers							
Ph.D.			01				01
M.Phil.					02	03	05
PG					07	13	20
Part-time teachers							
Ph.D.						01	01
M.Phil.					04	03	07
PG					01	01	02

22. Number of Visiting Faculty /Guest Faculty engaged with the College. Nil

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2012-13		Year 2 2013-14		Year 3 2014-15		Year 4 2015-16		Year 5 2016-17
	Male	Female	Male	Female	Male	Female	Male	Female	Female
SC		21		26		31		73	56
ST		64		51		89		144	114
OBC		14		17		46		78	79
General		35		35		91		170	159
Others									

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	408				408
Students from other states of India	Nil				
NRI students	Nil				
Foreign students	Nil				
Total	408				408

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled) 2015-16

(a) including the salary component

Rs. 33215.00

(b) excluding the salary component

Rs. 13668.00

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes

No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance

Education Council. Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

BA

BSC

BCom

29. Is the college applying for

Accreditation : Cycle1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: (dd/mm/yyyy) Accreditation

Outcome/Result..... Cycle 2: (dd/mm/yyyy)

Accreditation Outcome/Result..... Cycle 3:

(dd/mm/yyyy) Accreditation Outcome/Result.....

** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year. 239
32. Number of teaching days during the last academic year 180
(Teaching days means days on which lectures were engaged excluding the examination days)
33. Date of establishment of Internal Quality Assurance Cell
(IQAC) IQAC ...**04/03/2014** (dd/mm/yyyy)
34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
AQAR (i) 2014-15..... (02/03/2016)
AQAR (ii) (dd/mm/yyyy)
AQAR (iii) (dd/mm/yyyy)
AQAR (iv) (dd/mm/yyyy)
35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

- | | |
|--|-------------------|
| 1. <u>RUSA GRANT</u> | - Rs. 50,00000.00 |
| 2. <u>GOVT. OF ODISHA GRANT</u> | |
| Renovation Electricity | - Rs. 30,85831.00 |
| New Library Building | - Rs. 56,88000.00 |
| PH Work | -Rs. 22,59450.00 |
| 3. <u>BY. JAGAT JANANI TRUST</u> | |
| Canteen with Wash-room and Deep Borewell | -Rs. 32,00000.00 |

CRITERION WISE INPUTS

CRITERION-1

CURRICULAR

ASPECT

Curriculum Planning and Implementation

:- State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

OUR VISION

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

OUR MISSION

- To create and stimulate a conducive academic environment for promotion of quality teaching -learning process, research and innovation in its strive for excellence.
- To maintain a perfect balance in between education that promotes knowledge and creativity per se and training that imparts skills for employability.
- 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.
- 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.
- To promote all-round development of students to live a meaningful and harmonious life through community participation and sensitization to social issues.

OBJECTIVES:

- To facilitate value based holistic learning by integrating the traditional and innovative courses.
- To motivate the students to bring out their creative potentials and nurture the spirit of critical thinking.

- To equip students with the skills needed to adapt better to the changing global scenario and gain access to multiple career opportunities.
- To provide inclusive education by making it accessible to all especially the tribal and socio-economically backward students.
- To inculcate a strong sense of nationalism by sensitizing and engaging students in cross cultural issues of gender equality, human rights, environmental awareness.
- To make them socially responsible citizens by promoting life-skill, scientific temper, rational mindset and capacity of employability in them.
- The vision and mission document was made open by the Hon^{ble} Minister S.J. Badri Narayan Patra, Minister, Rural Development, Govt. of Odisha in the presence of the Collector and District Magistrate, Keonjhar, S.P., Keonjhar and Hon^{ble} Chairman, Keonjhar municipality and members of the Governing Body in the Annual Function-2014 of the students' Union and was read out in the meeting itself to the students, staffs, invited guests, parents and members of the alumni association.
- These are further communicated to the students, teachers and other stake holders through the college calendar and college prospectus.
- The write-ups of the above document are displayed at various strategic and prominent places for the consumption of all concerned.
- It is also reflected in the website of the college and notified to all concerned in the notice board of the college.
- Also communicated to the stake holders through extension services and meetings with students, teachers and alumni.
- Activities planned and executed also served to stake holders to reiterate the mission & vision of the Institution.

:- How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The Institution is proactive in developing and deploying action plans for effective implementation of curriculum. The subject wise course curricula are designed by respective board of studies of the affiliating University in which senior members of the college along with external experts and industry representative

are members. The curriculum is annually reviewed and updated to ensure that it is consistent with global trend. The Course curriculum designed by the affiliating University is reviewed by the members of the staff at the College level and recommendations are informed to the University authority for necessary changes. For effective implementation of the curriculum, the teachers prepare the lesson plan for each subject and paper and communicate through lectures, power point presentations, group discussions and practical works. Formative tests are also conducted to monitor students progress in various aspects. Time bound action plans in terms of academic calendar are defined with regular monitoring of lesson Plans, lesson notes and progress registers by all the Heads of the departments and the Principal. To make it more effective curriculum delivery is supported by organising departmental seminars followed by interactive sessions. The common minimum standard practices stipulated by the Government is implemented to ensure better and timely curriculum delivery. The quality of curriculum delivery is monitored and evaluated by the IQAC of the college at regular intervals and necessary remedial measures are incorporated for future.

What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

- ☐ The college is affiliated to North Orissa University and follows the university designed curriculum. While preparing the course curricula, the University provides the outline of model curriculum of UGC for reference.
- ☐ The university defines the duty of Principal like inspection of teaching activities including practicals, watching the attendance of teachers, students and other employees daily and it also provides job chart of teachers and lecture period to be allotted.
- ☐ The university has the provision of registrations of the college teachers to become eligible for election and nomination to statutory bodies under the university.
- ☐ The university frames the rules & regulation for the conduct of Examinations, preparation of question papers, valuation of answer scripts and other related works in connection with the examinations which are strictly adhered to.

- The university issues appropriate administrative and academic decisions from time to time to the college for effectively translating the curriculum and improving teaching practices.
- The college furnishes monthly report & returns to the Govt. and to the university.
- The university conducts refresher courses, orientation programmes for the benefit of faculties. Workshops, seminars and discussions are further organised by the college to disseminate the inputs gained from these courses/Programmes.
- The Staff Council meets regularly to determine the general policy in regard to the studies of students, their discipline and welfare.
- The college enforces the guidelines of university & UGC issued from time to time on the subject of work and responsibility of teachers for improving teaching practices.
- The results of the formative tests conducted by the college and the summative tests conducted by the university provide feedback for improving teaching practices of the college.
- The Vice Chancellor of the university performs academic audit of the college, with a view to raise the academic quality and feedback on teachers and curriculum.

Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

The initiatives taken up by the College for effective curriculum delivery are as follows- The institution

- Prepared academic calendar and schedules of work, lesson plans, Progress registers and conducted formative tests to monitor teaching learning process.
- Provided for latest text books and additional reference Books in the library
- Promoted Use of the audio visual aids and computer assisted teaching for effective transaction of curriculum .

- Initiated effective mentoring through proctors and organised parents-teacher meets to ensure regularity and sincerity of the learners.
- Organised Industrial visits to local enterprises.
- Encouraged students to organise weekly seminars in all departments.
- Encouraged teachers and students to participate in extramural lectures , seminars, and workshops organised by the college & other Institutions for capacity building.
- Organised computer skill development programme for teachers and other staff members.
- Offered equal opportunity to students of socially and economically backward community and. Extra classes for slow learners and additional reference books for advanced learners. Rules and Regulations for browsing courses and curriculum related information. Fostered the quality of good active citizenship and leadership through various curricular and extension activities.

How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum

- The Institution maintains cordial network with the industrial experts/ professionals/ research scholars from industry/ research bodies/ University by organising extramural lectures/ work-shops/career counseling programmes and taking their suggestions in effective operationalization of the curriculum.
- The Board of studies members of the College are co-members with external experts and industry representatives. This gives chance to engage and interact to identify their explanation.
- Members of the faculty are encouraged to take-up membership of research bodies.
- Students are motivated to actively participate in seminars/workshops/ discussions for strengthening and enhancement of quality in curriculum delivery.
- University Professors and the Vice-Chancellor of the universities were invited to address the students for improving quality in education and

bringing reform in examination system. In one occasion, the Vice-Chancellor pleaded for introduction of CBCS from the next academic session (i.e 2016-17).

- The principal also attended one workshop on CBCS and another workshop on AISHE in North Orissa University.

What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

The onus of designing, restructuring and upgrading courses lies with the affiliating university. The College, however makes significant contribution in the development of curriculum so that the academic programmes can achieve the institutional goals. Most of the members of the staff represent the institution in the board of studies meetings of the affiliating university and other autonomous colleges. They also suggest improvement in curricula, selection of text books and distribution of marks along with improvement in evaluation measures. The departments of the college review the adequacy and relevance of the existing courses taking inputs from faculties, students, alumni and other stake holders and communicate the suggestions and alterations to the Controller of Examinations of the university for consideration and incorporation.

I.I.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If „yes“, give details on the process („Needs Assessment“, design, development and planning) and the courses for which the curriculum has been developed.

No, the curriculum prepared by the affiliating university is followed in the institution.

How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The Institution analyses/ensures the attainment of the objectives of the curriculum in course of implementation through the critical analysis of the following.

- Holding HOD meetings at regular intervals to analyse the performance of the students.

- Reporting students progress through SMS mode of communication to their guardians periodically.
- Collecting student feedback on quality enhancement of curriculum and faculties.
- Enhancing quality of faculty through participation in national and regional workshops, seminars and conferences.
- Encouraging students and faculty to Participate in various cultural, sports, social outreach and extension programmes.

1.2 Academic Flexibility:

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The Institution offers courses which are approved by the Government and affiliated by the affiliating university. Each course has its goals and objectives specified by the University. In addition to those, the institution offers some modules to students such as computer fundamentals, soft skill development and communicative English etc. to cope with the mission, vision and objectives of the institution.

The institution offers the following courses:-

A:- ARTS

- B.A General
- B.A(Hons.) in
 - Economics
 - Education
 - English
 - History
 - Home Science
 - Odia
 - Political Science
 - Sanskrit
 - Sociology

B:- SCIENCE

- B.Sc General
- B.Sc (Hons.) in
 - ☐ Botany
 - ☐ Chemistry
 - ☐ Geology
 - ☐ Physics
 - ☐ Zoology

C:- COMMERCE

- B.Com (Hons):- Accountancy

D:- COMPUTER SCIENCE (Hons) Under Self Financing Mode.

1.2.2- Does the institution offer programmes that facilitate twinning/dual degree? If „yes“, give details.

NO, there is no provision for twinning of courses/Dual Degree. However, the students are advised to go ahead for certificate courses provided by local IGNOU study centre.

Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core / Elective options offered by the University and those opted by the college
- Choice Based Credit System and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility within and across programmes and courses
- Enrichment courses

Range of Core/Elective options offered by the University and adopted by the College.

A. UNDER GRADUATE: ARTS

<u>Compulsory</u>	<u>Core</u>	<u>Electives</u>
English, MIL, Environmental Studies, Indian Society and Culture.	English, Odia Economics Education, History, Home Sc. Political Sc., Sanskrit, Sociology	Education, Odia, Sanskrit Indian Economy, Indian Polity Land Marks in Indian History

B. UNDER GRADUATE:- SCIENCE

<u>Compulsory</u>	<u>Core</u>	<u>Major Electives</u>	<u>Minor Elective</u>
MIL, English, Environmental Studies, Indian Society and Culture	Chemistry, Botany Zoology, Geology Mathematics, Computer Sc.	Physics(Major Elective) Chemistry, Botany Zoology	Mathematics Biology

C. UNDER GRADUATE -COMMERCE

<u>Compulsory</u>	<u>Core</u>	<u>Electives</u>
Communicative English Business economics Indian Society and Culture	Accountancy	Business Mathematics, Auditing Principles of Business Management QMBM, Cost A/C, Corporate A/C Management. Accounting

Choice Based Credit System and range of subject options:-

Choice Based Credit System and range of subject options for 2016-17 admission batch as introduced by North Orissa University for 1st and 2nd semester.

Core courses (CC)	Ability Enhancement Compulsory Course (AECC)		Generic Elective (GE)	
	1st Semester	2nd semester	1st Semester	2nd Semester
Arts				
Economics, English			Education	Economics
Education, History			Political Sc.	History
Home Science	Enviornmental	MIL	Sanskrit	Home Science
Political Science, Sociology, Sanskrit	Science		Sociology	Odia
Science	1st Semester	2nd semester	1st Semester	2nd Semester
Botany			Chemistry	Botany
Chemistry			Mathemtics	Zoology
Physics	Enviornmental	MIL		Physics
Zoology	Science			Mathematics
Geology				
Computer Sc (SF)				
Commerce	1st Semester	2nd semester	1st Semester	2nd Semester
Accounting	Enviornmental Science	English Communication	Micro Economics	Macro Economics

Annual Examination System is continuing for students of 2014-15 and 2015-16 Admission batches and semester Examination system is introduced for students of 2016-17 batch..

Courses Offered in Modular Form:

All courses are offered in modular form and students are required to answer from each module having alternative options.

Credit Transfer and Accumulation Facility:

The Students will get the facility as per the University guidelines.

Lateral and Vertical Mobility within and Across Programme and Courses:

Lateral mobility across the programmes exists through interdisciplinary courses. e.g- „Environmental Studies“ and „Indian Society and Culture“ are compulsory subjects in all streams. Interdisciplinary courses such as „Biology“ for Physical Sciences and „Mathematics“ for Biological Sciences are provided to students.

Enrichment Courses:

Students are given orientation in computer fundamental, soft skill development courses and communicative English etc. phase wise along with their regular courses. The courses are also enriched through visit to enterprises, outreach activities, exhibitions of bio-visual charts showing the portraits of scientists, artists of high calibre with a brief description of biography achievements, in addition to these various bio visual charts of Botany, Chemistry, Geology, and physics, Zoology, Education and Home Science add to enrichment of courses. Further, study tours and visits to historical monuments and environmental sites help to enrich the existing curriculum.

Does the institution offer self-financed programmes? If „yes“, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The college offers one self financing programme B.Sc.(Hons) in Computer Science. It differs from other Programmes in the following respects.

Admission:- On-line admission is conducted purely on merit basis through e-admission mode under SAMS.

Curriculum: Curriculum as prescribed by North Orissa University, Takatpur Baripada is followed as per Govt. guidelines.

Fee Structure: Fees collected on annual basis as per Govt. guidelines.

Teacher qualification: As per UGC guidelines.

Salary: As per Govt. norms.

Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If „yes“ provide details of such programme and the beneficiaries.

The College endeavors to introduce four branches of vocational courses at the degree level, approval is still awaited. At present, programmes like Communication Skill, soft skill development through computer and internet , courses for competitive examination are being offered.

Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If „yes“, how does the institution take advantage of such provision for the benefit of students?

There is no such provision by the university to combine conventional face to face and distance mode of education for this Institution. However, the Institution offers academic flexibility for students in choosing core and elective courses and advises students to go for related studies offered in distance mode by other Universities /Organisations.

Curriculum Enrichment

Describe the efforts made by the institution to supplement the University”s Curriculum to ensure that the academic programmes and Institution”s goals and objectives are integrated?

The college follows the University curriculum in the best of the sprit to ensure that the academic programmes and institution”s goals are integrated:-

- The institution adopts a comprehensive approach by fruitful combination of chalk and talk method with ICT based instruction.
- The institution organizes weekly seminars which encourage interactive practice, communication skill and writing skills among members of staff and students.
- Members of the faculty attend Board of Studies meeting at the university every year and make necessary modifications in the syllabus as per the emerging needs.
- The institution organises extramural lectures, training programmes like skill enrichment programme, awareness and sensitisation programmes, study tour, visit to industrial enterprises, places of historical importance to enrich the existing curriculum.

- Bio-visual charts, graphs and teaching aids which are used to enrich curriculum are not only attractive but also scientifically accurate.
- The quality enrichment programmes are monitored and evaluated by IQAC and necessary correctives are initiated.
- The IQAC of the institution evaluates and monitors quality enrichment programmes and initiates necessary correctives.

What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

Sincere efforts are made by the institution to organise modify and enrich the University prescribed curriculum to cater to the needs of students and other stake holder.

- Members of the staff in their respective board of studies meeting have stressed the need for study of environment, human rights, Indian society and culture, Communicative English, Business environment and other courses and modules of regional and national importance.
- The institution also communicates the feedback analysis on course curriculum by the teachers of the College to the authorities of university to consider and incorporate for enrichment of programme.
- In addition to classroom transaction of curriculum, the college conducts seminars, workshops, group discussions, field visits and skill oriented programmes to enrich the curriculum.
- The institution organises study tours, extension activities, out reach programmes and other awareness and sensitisation programmes to enrich the courses.

Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

This college always responds to the momentous issues of our society and socio-political environment of the world. Environmental Education is made Compulsory. Issues related to Gender Inequality, Girl-Child, Global Warming, Climate Change, Human Rights, Active Citizenships Programme etc. are dealt with at regular intervals through Essay, Debate, Quiz competition and Extramural

lectures. The college has Red Ribbon Club, Youth Red Cross, NSS, Sexual Harassment Cell, Anti Ragging Cell, , Grievance Redress Cell etc to integrate the cross cutting issues with the curriculum.

What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- Moral and ethical values.
- Employable and life skills.
- Better career options.
- Community orientation.

Moral and Ethical values:-

“Thought of the Day” Board is displayed with contributions of teachers and Students to stimulate moral and ethical values.

- Yoga classes and spiritual discourses are held periodically.
- The institution in association with Vivekanand Kendra, Kanyakumari, Keonjhar branch organised extra mural lectures on value based education and on diverse field of contemporary importance, where speakers are invited from different field to delivers talks.
- Students are encouraged to participate in different moral and ethical programmes organized by the college, like blood donation camp, gender sensitisation programme and health camps.

Employability & Life Skills:-The subjects offered by the institution help the students for Job opportunities both in government and private sectors. The self defence training programme of this institution helps students in getting jobs as trainers in various educational institutions. The athletes of the institution are getting employment in home, education health and other departments of the Government. Soft skill training and language training programme of the institution enhanced the employability of students through capacity building and communication skill.

Better Career Options: The institution takes care of better career options in the form of organising career counselling, communicative English and personality development programmes.

Community Orientation: The NSS Unit, YRC Unit, Red Ribbon Club and Rover ranger of the institution are actively involved in the community orientation services through the following activities:

- NSS volunteers have rendered social security to the locality during Kalipuja for controlling traffic, maintaining discipline, queuing the crowd, assisting the local administration in maintenance of law and order and cleaning the neighbourhood.
- The institution is very active in rendering community service through Swacha Bharat Abhiyan, Socio Economic survey of plantation by the NSS and YRC Unit, Blood Donation Camp, Road safety awareness programme, AIDS awareness Campaign, Self defence programme, Sensitizing students against use of polythene and fire crackers, Active Citizenship programme to inculcate healthy and ethical practices, medical counseling, Save the Girl Child Campaign, Jan Dhan Yojana, Environmental awareness, Maintenance of discipline and sensitizing people for cleanliness in local festivals etc. The most appreciated programmes are health check up camp and cataract Detection in Eye Camp, organized in collaboration with Rotary Club, Keonjhar.

. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The College networks with the stakeholders to collect responses on curriculum. The feedback obtained from the stakeholders is considered in the periodic meetings and follow up actions are taken up to introduce new courses to enrich the curriculum. The feedback is communicated to the University for action. For example, the institution sent the proposal to the higher authorities to open Hons. Courses in Arts and start new streams with Hons. in Science and Commerce. As a result, the govt. accorded permission to start the proposed courses from the session 2013-14, 2014-15 and 2015-16. Study tours, visit to enterprises, visit to natural surroundings are the outcomes of feedback system for curriculum enrichment. The college obtains the feedback on curriculum from students and pass-out students at the time of exit. Feedback from parents is also obtained in the parent teacher meeting and personal interactions. The proctors/ mentors take feedback from their respective groups. Because of the feedback honours teaching facilities in Geology, Sanskrit and Sociology were opened with increase in seats in Arts and Science stream.

1.3.6. How does the institution monitor and evaluate the quality of its enrichment programmes?

The College seeks to address the all-round development of the students for empowerment of women through the enrichment of curricula. It monitors and evaluates the quality of its programmes through formative and summative assessments and continuous interaction with alumni, students, parents and guardians. The IQAC plays a vital role to monitor the efficiency & success of these programmes. The principal takes stock of the departmental progress every month through HOD meetings. The institution makes sure that enrichment programme helps the holistic development of students.

Feedback System:

What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- The rigour and depth of the curriculum constitute the bulwark for the academic programmes of the College.
- Senior faculty members of the institution are invited by the University and Autonomous Colleges to their Board of Studies meetings to design and develop curriculum. Keeping in view the emerging national and global trends at par with institutions of repute, the members contribute to the design, development and up-gradation of curriculum.
- The College holds review meetings to review the adequacy and relevance of the existing curriculum in light of emerging national and Global trend and communicates refinement to the University for discussion and inclusion.
- The institution collects feedback on course curriculum from the stakeholders and analyses and reviews the feedback in the light of vision and mission and perception of teaching programmes and communicates the suggestions and recommendations to the Board of studies.

1.4.2. Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If „yes“, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, the feedback received from students and other key stake holders in specified format on curriculum is reviewed. The abstract of such feedback is analysed and suggestions to that effect are sent to the university for consideration in the Board of studies. The key findings of feedback analysis are used internally for enrichment of courses and introducing new programmes.

How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

A number of new programmes /Courses have been introduced by the institution during the last four years. They include:-

- BA(HONS) in ENGLISH
- BA(HONS) in ODIA
- BA(HONS) in EDUCATION
- BA(HONS) in HISTORY
- BA(HONS) in POLITICAL SCIENCE
- BA(HONS) in SANSKRIT
- BA(HONS) in SOCIOLOGY
- B.Sc (HONS.) in PHYSICS
- B.Sc (HONS.) in CHEMISTRY
- B.Sc (HONS.) in BOTANY
- B.Sc (HONS.) in ZOOLOGY
- B.Sc (HONS.) in GEOLOGY
- B.Sc (HONS.) in COMPUTER SCIENCE (SF)

3-B.COM (HONS) in ACCOUNTING

Introduction of Courses	2012-13	2013-14	2014-15	2015-16	Remarks
B.A(+3 Arts)	-	-	Honours in Eng,Odia,Edn, Hist,Pol.sc	Honours in Sociology and Sanskrit	
B.Sc(+3 Sc.)	NIL	-	Honours in Phy, Chem, Bot, Zool	Geology (Hons.)	
B.Com(+3 Comm.)	NIL	NIL	NIL	B.Com Accountancy (Hons.)	
Comp.SC(SF)	NIL	-	Comp.sc (SF)Hons.		

The rationale for introducing the new courses/programmes:-

In modern times, the prospective students are now increasingly assessing the curriculum. The course content they zero in on their choice with the advent of industrialization and emerging market opportunities, demands serious and major changes. The importance of good curricula is seen from the perspective of different stake holders-students, faculty members, Industry and society. The diversity in the programme offerings gives opportunities to students to choose from multiple options. It is also a reflection of the knowledge, experience and wisdom of the faculties. From the industry point of view, it highlights the basic yet essential learning requirements of the business climate. The benefit to the society is entailed into the kind of interface the curriculum has on making the life of people better. Taking into consideration these rationale new programmes in Science and Commerce stream were introduced after getting strong feedback from students, Parents, public and Alumni.

Humanities

The college started operation offering teaching programmes in Humanities only with thrust in Home Science and Economics, Science of Household Management and electives in social issues. The objective was to empower women for a social changes taking social issues with competence and commitment . In the year 2014-15 Humanities courses like Political Science, History, Education and Language Courses like English and Odia were introduced. While the core course provide an understanding of the fundamental principles and practices, the electives give the flexibility to the students not only to choose but also to explore the knowledge into chosen areas of interest.

Science

Opening of Science classes in the institution is the outcome of a long standing demand of the poor but meritorious tribal girls of the locality. Considering the feedback from students, parents and members of the civil society received at the +3 e-Admission Help Desk, the Principal and the members of the staff decided to bring the demand to the notice of the Higher authority. All these efforts bore fruit in the academic session 2013-14, when the Govt. accorded permission to go ahead and open science stream Physical and Biological with pass classes only. Hons. teaching in Physics, chemistry, Botany, Zoology and Computer Sc(SF) were introduced from 2014-15. Opening of Geology Hons from the session 2015-16 is another feather on the cap of the institution in 2015-16.

Commerce

Commerce as a subject has emerged as the most preferred option next to science in recent years. The feedback from the students, Parents and alumni demanded for opening of commerce in Accounting as it will be a benchmark to build another centre of excellence in commerce education. The programmes are well structured to equip the students with relevant study skills and business oriented critical thinking. The Curriculum that caters to the industry requirement is structured to create a generation of women entrepreneurs.

CRITERION-II

TEACHING LEARNING AND EVALUATION

2. CRITERION II: Teaching - Learning and Evaluation

Student Enrollment and Profile

How does the college ensure publicity and transparency in the admission process?

Publicity in the admission process.

The admission procedure to various programmes of the college is done centrally through Students Academic Management System (SAMS) monitored by Department of Higher Education, Government of Odisha. Before the commencement of the new academic session the prospectus is made available to the students through the Govt. website **www.dheodisha.in**. All relevant information about the college regarding the courses and facilities available, admission procedure, reservation and weightage, infrastructure, fees are conveyed through the prospectus. Advertisements regarding the admission schedule and other important information are published in the college notice boards, the college website (www.gwckeonjhar.in), leading regional and national newspapers, local TV channels from time to time prior to the commencement of admission process.

At the institutional level there is provision of „Help Desk“ to provide guidance to the students and their guardians on the spot about the admission process. The Department of Higher Education, Govt. of Odisha also publicise the status of e-admission process in the daily Odia and English news papers for easy tracking by the students.

Transparency in the admission process

The e-admission system by Govt. through SAMS itself ensures transparency in the admission process. The process starts with online application through common application form (CAF) and selection is done centrally strictly on merit and as per the predetermined criteria. College-wise merit list with cut-off marks is flashed online for easy access of candidates, parents and all concerned. Honours selection is done through counselling basis after the completion of e-admission. Admission to every programme is conducted under the supervision of the admission committee. Admission registers /long rolls of all the classes are prepared where the details of the students are mentioned. Proper documentation is made to avoid any discrepancy. The same is also published in the college notice board.

Explain in detail the criteria adopted for admission.

Students are selected to various programmes purely on merit basis i.e. marks secured in last qualifying examination depending upon number of seats available under e-admission process. Horizontal admission flexibility is also available during the admission period. In addition to meritocracy, rules and regulations of Govt. regarding weightage and reservation are strictly adhered to.

Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The cut-off percentage of marks for various programmes in Arts, Science and Commerce vary from one academic session to another. This college is the only Govt. Women's College in the tribal dominated Keonjhar district under the jurisdiction of North Orissa University, Baripada to offer +3 Programmes in Arts, Science and Commerce. The cut-off percentage of marks for last 4 years are given below. The reduction in cut off percentage in Arts mainly due to last minute increase in seats in Arts from 128 to 230 and increase in Physical Science from 96 to 128 from the session 2015-16.

CUT-OFF PERCENTAGE OF MARKS.

Programme		2013-14			2014-15			2015-16			2016-17		
		GEN	ST	SC	GEN	ST	SC	GEN	ST	SC	GEN	ST	SC
+3 Arts		45.33	42.33	39.50	46.3	43.3	40.6	42.83	37.50	35.00	50.00	46.85	40.17
+3 Science	Physical science	-	-	-	50.8	48.1	-	61.00	48.33	41.67	56.00	55.67	42.87
	Biological science	-	-	-	46.0	43.8	45.1	58.33	50	-	60.50	58.00	47.33
	Self-financing	-	-	-	37.00	-	-	41.00	-	-	50.67	45.00	-
+3 Commerce		-	-	-	-	-	-	36.00	-	-	35.00	35.00	35.00

One of the women's College of the district is Kanak Manjari Women's College with which comparison is made as under.

CUT-OFF PERCENTAGE OF MARKS

Programme		2013-14			2014-15			2015-16			2016-17		
		GEN	ST	SC	GEN	ST	SC	GEN	ST	SC	GEN	ST	SC
+3 Arts		36.00	-	-	33.00	-	-	35.00	-	-	45.17		
+3 Science	Physical science	-	-	-	49.00	-	-	50.33	-	-	49.00		
	Biological science	-	-	-	50	-	-	47.83	-	-	47.83		-
	Self-financing	-	-	-	-	-	-	41.00	-	-		-	-
+3 Commerce		-	-	-	-	-	-	-	-	-	-	-	-

2.1.4. Is there a mechanism in the institution to review the admission process and student profiles annually? If „yes“ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes. The admission committee reviews the profile of the students and the demand-supply gap in various courses/programmes annually. Keeping in view the demand of the students and feedback from key stakeholders the admission committee suggested for opening of new streams/programmes in Arts, Science and new stream of Commerce during the session 2013-14. As a result Govt. accorded permission to open five new programmes in Arts and six new programme in Science during the session 2013-14 which actually commenced from the session 2014-15. In 2015-16, permission to open two new programmes in Arts, one in Science and one programme in Commerce has been accorded by Govt.

Reflecting the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.

The admission policy of the institution and its students profile demonstrate/reflect the national commitment to diversity and inclusion by adopting the following strategies to increase /improve access for following categories of students.

☐ **SC/ST**

The college follows reservation policy of the Government for inclusion of SC and ST students @16.5% and 22% respectively in the e-admission process. Govt. of Odisha have introduced Post Matric Scholarship for them. This process is conducted on-line for transparency and quick disbursement. For them remedial classes are also arranged. The percentage of SC and ST students admitted far exceeds the Govt. reservation policy and SC/ST profile of the district.

☐ **Women**

Being a women's college and its objective being women's empowerment, every effort is made to prepare women for their various roles and responsibility in the ever changing world. Waiver of tuition fees, provision of hostel facilities that the college and pre admission counseling provides, reflect the national commitments to diversity.

☐ **Differently abled**

As per Govt. rule 3% of the seats is reserved for them. Keeping in view, the requirements of the differentially abled students, the college provides ramp facility, classes in ground floor and wheel chair to ease accessibility. Only one students has taken admission under this category in 2015-16.

☐ **Economically weaker sections**

Financial aid (Post Matric Scholarship) with waive of tuition fees are some of the facilities provided by the Govt. to students of this section.

☐ **Minority community**

There is provision of minority scholarship by the Govt. for students belonging to minority community.

☐ **Any others**

There is provision of reservation/weightage in the admission procedure for sports personnel, who have won recognition or participated in State/ National level events. This is done as per the rules prescribed by Govt. of Odisha.

Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/decrease and actions initiated for improvement.

Programmes	Number of applicant	Number of students admitted	Demand ratio
+3 Arts:-	Total No. of applications Received	Total No. of students admitted	Demand ratio
2013-2014	431	128	3.36:1
2014-2015	548	128	4.28:1
2015-2016	579	230	2.51:1
2016-2017	944	192	4.91:1
+3 Science:- (Physical science)			
2014-2015	113	32	3.53:1
2015-2016	379	77	4.92:1
2016-2017	302	64	4.71:1
(Biological science)			
2014-2015	89	32	2.71:1
2015-2016	201	38	5.28:1
2016-2017	312	32	9.75:1
(Self- financing)			
2014-2015	38	32	1.18:1
2015-2016	55	38	1.44:1
2016-2017	49	32	1.53:1
+3Commerce			
2015-2016	91	81	1.12:1
2016-2017	140	88	1.59:1

The reasons for increase of demand ratio is due to infrastructural facilities, locational advantages, availability of subjects as per needs, peaceful and congenial study atmosphere, excellent support facility and good administration and governance. The actions initiated for improvement are increase in number of new programmes, strengthening infrastructure and effective monitoring of teaching learning process. Govt. have been moved time and gain to fill up the vacancy position and to create new posts in newly created subjects and streams.

:- Catering to diverse needs of students

How does the institution cater to the needs of differently abled students and ensure adherence to Govt. policies in this regard?

The institution caters to the needs of differentially abled students and ensures adherence to Govt. policies in the following manner.

- 3% reservation in admission.
- Provision of scholarships.
- 100% waiver of admission and form fillup fees for students with 70 % or more disability.
- Hostel accommodation on priority basis.
- Ramp facility/ low slope at the entrance and inside.
- Wheel Chair for easy mobility as and where required.
- Classes in ground floor.

:- Does the institution assess the students' need in terms of knowledge and skills before the commencement of the programme? If yes, give details on the process.

During induction and one to one counseling, the needs of the students in terms of skill, knowledge and interest are assessed by the teachers to cater to their individual differences in the classroom.

What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with programme of their choice?(Bridge/remedial/add-on / enrichment course etc.)

The institution takes steps to bridge the knowledge gap of the students through the following:

- Communicative English classes.
- Seminars/Workshops/ Extra Mural lectures.
- Student-teacher mentoring and student-student mentoring.
- Enrichment of existing course through study tours and field trips.
- Remedial classes for weaker students.
- Doubt clearing classes.

How does the college sensitize its staff and students on issues such as gender inclusion, environment etc?

The institution provides courses on Environmental Studies/Indian Society and Culture to all students as a mandatory non-core subject. Besides, the College sensitizes the staff and students by:

- Organizing seminars/ meetings /work-shops from time to time on issues like Gender inclusion, climate change, sustainable development, Swachha Bharat Abhiyan, road safety and traffic awareness.
- Organizing co-curricular activities like health and hygiene development programme, financial literacy programme, tree plantation and environmental awareness programme through NSS and YRC activities.
- Inviting and publishing writings related to gender and environmental issues on Wall Magazines.
- Encouraging members of the staff to participate in seminars/programmes on cross cutting issues organized by other institutions/organizations. Dr. Banishree Dash and Vijeta Priyadarshini participated in gender diversity programme held at Madhusudan Academy, Bhubaneswar. Smt. Mamata Khatua has participated on the workshop „Action Plan to climate change” organized by pollution control Board, Govt. of odisha.

:- How does the college identified and represent to special educational/ Learning needs of advanced learners?

The College identifies special educational/ learning needs of advanced learners through observation in classrooms, formative tests and talent search activities. Following initiatives are taken at institutional level to cater to the special educational/learning needs of advanced learner.

- Providing additional reference books, study materials etc. to quench their thirst of knowledge.
- Giving extended library facilities.
- Encouraging them to participate in competitions like debate, quiz and essay writing organized at college, university and state level.
- Guiding them to collect latest information from journals, periodicals, magazines and websites.

- Encouraging them to take leadership position in academic and non-academic activities.
- Encouraging them to contribute to college magazine in order to develop their innate creative potentialities.
- Providing internet facility in the campus to enrich their knowledge.
- Awarding them „Annapurna Mishra Memorial Award“ in the form of cash prize and certificates for securing highest marks in honours subjects

How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of dropout (students from disadvantaged section of society and physically challenge, slow learners, economically weaker section etc. who may discontinue their studies if some sort of support is not provided)?

The institution gathers information concerning those students at risk of dropout through teachers, mentors, hostel superintendents, matrons, daily attendance and various formative assessments.

In the staff meetings at the department level, such issues of probable drop-outs are discussed in threadbare in order to retain them by allaying their fear through consistent motivational measures and providing them supportive study materials and individual attention.

Teaching-Learning Process

How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The Common Minimum Standard(CMS) set by Govt. of Odisha for maintenance of quality in the academic atmosphere of the colleges of the State, is strictly adhered by this college. The College plans its teaching programme through the following:-

- Common Academic Calender
- Common master time table
- Teaching plan by each teacher
- Maintenance of progress register.

- At least 180days of teaching days.
- Seminar for students.
- Availability of adequate text books, reference books, journals and internet facility in the library.
- Minimum 5hrs. stay in the college and minimum 25 classes per week for teachers
- Assigning classes on every working day to all teachers
- Prohibition of private tuition by teachers

Since the college is an affiliated one, it religiously follows examination and evaluation schedule of the affiliating University.

How does IQAC contribute to improve the teaching-learning process?

IQAC helps to improve the quality of both academic and administrative activities of the institution. It helps to ascertain the learner's requirements to improve the teaching-learning process. IQAC of the institution contributes for improvement of teaching-learning process in the following manner:

- Obtaining feedback from the students parents and outgoing students
- Ensuring access to computer assisted instruction (CAI)
- Encouraging use of LCD projector and internet.
- Adopting inclusive pedagogy to cope with the individual differences.
- Monitoring the academic activities through student–teacher interaction, teaching methodology, conducting ICT training for teachers.
- Motivating teachers for participation in regional/national seminars, workshops and refresher courses.
- Providing Wi-Fi facility in the campus.
- Recommending for remedial classes, departmental Seminars, Guest Lecturers in innovative topics and for formative evaluation in each department.
- Motivating teachers to support lecture method of teaching with interactive learning practices.
- Organising seminars by inviting eminent academicians.
- Ensuring development of soft skills.
- Introducing mentoring and peer support.
- Organising capacity building training programme for teachers.

How learning is made more students centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students.

Student centric learning is one of the fundamental objectives of the institution. The institution takes all possible steps to make learning more students friendly by:

- ☐ Supplementing Lecture method(chalk and talk)with interactive teaching.
- ☐ Providing computer assisted teaching and learning facility
- ☐ Encouraging students to prepare and present seminar papers with the help of information and communication technology(ICT).
- ☐ Encouraging students for field trips, study tours and excursion for practical knowledge and to enrich curriculum.
- ☐ Providing departmental libraries in addition to the central library.
- ☐ Encouraging students and faculties to keep pace with recent developments through internet, books and journal.
- ☐ Encouraging students to take up project works on burning issues like environment, climate change, pollution, waste management, illiteracy women related issues etc.

Support structure and systems available are:-

- Library.
- 24hours Internet facility(Wi-Fi)
- Smart class room.
- Computer with LCD projector.
- Reprographic system.
- Audio Visual Teaching Aids.
- Language Laboratory.
- Wall magazine.

How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into lifelong learners and innovators?

Various literary competitions organized within and out-side the campus during the session to promote creative and critical thinking.

The college nurtures creativity among students by encouraging them

- To publish articles in the college magazine as well as in wall magazine
- To prepare scientific models to present in various competitions and exhibitions organized by different organizations.
- To carry out project works in order to keep scientific temper.
- To nurture reasons in thought and action and not to cling to blind beliefs.

What are the technologies and facilities available and used by the faculty for effective teaching? eg. Virtual laboratories-learning resources from National Programme on Technology Enhance Learning (NTPEL) and National Mission on Education through Information and Communication Technology (NME-ICT) open educational resources, mobile education etc.

Technology based teaching is encouraged in the college. E-learning resources include a smart class room, digital language laboratory, computer laboratory, internet and Wi-Fi connectivity. The institution provides computer, LCD projector to the faculty for effective teaching.

How are students and faculty exposed to advanced level of knowledge and skills?(Blended learning, Expert lectures, seminar and workshops)

Departmental seminars are held regularly in which teachers expose students to advanced frontiers of knowledge and skills. Project works are given to the students on Environmental Studies and others burning issues. The institution is encouraging both the learners and teachers to avail ICT facilities.

Teachers get advanced knowledge by attending faculty development programmes such as orientation or refresher courses. They are also encouraged to present paper in national and international seminars, and to Publish research papers in journal of repute. Sri D. Parida of the Dept. of Botany has attended and presented research paper at 54th Associate of Microbiologist (AMI), International conference held at M.D University, Rohtak, Haryana during Nov-2013. He has also published three research papers of which two are of peer reviewed international journal during last four years.

The institution also organizes seminars, expert lectures to integrate students and teachers with the advanced level of knowledge and skills. Students are encouraged to participate seminars organized by other institutions. Language laboratory and 24 hours internet accessibility helps to enhance the access of the students not only to English Language but also to advance level of knowledge.

Detail (Process and no of students are benefitted) on the academic, personal and Psychosocial support and guidance services. (Professional counselling/mentoring /academic advise) provided to students.

Comprehensive academic counseling is given by the teachers in the class room. In addition to this, each faculty member is assigned the duty of proctor who acts as a counsellor/mentor/advisor for a group of 30-40 students. The mentor looks into the academic, psychological and personal problems of the students allotted to him/her and advise them accordingly and try to sort out the same. To redress problems related to stress, anxiety, examination-phobia, peer pressure etc. counseling is provided by experts, and faculties. Teacher-student mentoring is a regular feature but the college also promotes student-student mentoring. Prefects of the hostels work as mentors for boarders.

Professional counseling service provided :

Sl No	Date	Topic	No of students
1	23.01.2015	Career Prospects in Information Technology	140
2	26.01.2015	Fashion Technology: A lucrative career	125
	12.09.2015	Job opportunities of Company Secretary	100
4	21.01.2016	Career opportunities in Tourism and Hospitality Management	160

Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on such learning.

The innovative teaching methods adopted by the faculty are:-

- ☐ Supplementing lecture method by interactive / participatory method.
- ☐ Use of modern teaching aids and tools :- Computer, audio-visual multimedia projector.
- ☐ Continuous access to internet.
- ☐ Effective use of departmental and central library.

- ☐ Effort made by the College to adopt new and innovative approach.

The impact of innovative practice are as follows:

- ☐ motivation of students to use ICT resources to update learning.
- ☐ Development of presentation skill, analytical skill and communication skill.
- ☐ Increase in attendance of students.
- ☐ Development of scientific attitude.
- ☐ Increase of employability.
- ☐ Use of models, experimental kits, cartographic models to explain new concept.
- ☐ Inter/Intra departmental seminars in which students present papers followed by Interactive sessions or teachers present paper with whom students interact later.
- ☐ Extensive and intensive use of smart classroom.
- ☐ Use of language laboratory for development of communication skill.
- ☐ Wi-fi campus.
- ☐ Upgradation of laboratory with modern equipments.

How is Library resources used to augment teaching learning process?

The college library is epitome of learning resources. There is a central library in the college having more than twenty thousand books, journals and internet facility, which functions from 10 AM to 5 PM in all working days. Students and teachers use reference books besides the text books. This helps to keep pace with the recent development. Photocopy is provided to students at concessional rate. Students also utilize the reading room and internet facility inside the college library. Students and staff use the library resources for teaching-learning, paper presentation, publication, project work and research. By lending the required books to both students and teachers, the library augments the teaching-learning process.

Does institution face any challenges in completing the curriculum within the planned time frame and calendar ?If yes, elaborate on the challenges encountered and institutional approaches to overcome these?

Yes, the institution sometimes faces challenges in completing the curriculum within the plan time frame and the calendar due to:

- Shortage of faculty
- Non creation of posts
- Unexpected closure due to exogenous factors.
- Faculties availing long leave.

To overcome the challenges the institution takes the following steps

- Recruitment of guest faculties
- Deployment of regular teachers and appointment of part-time teachers.
- Arranging extra classes
- Distribution of study materials
- Motivation for independent study.

How does the institute monitor and evaluate the quality of teaching learning?

The head of the institution along with Academic Bursar regularly monitor and evaluate the quality of teaching-learning through:

- ☐ Random visit to class rooms.
- ☐ Review of lesson plan and progress register.
- Review of students' performance in formative evaluation.
- ☐ Review of the feedback from alumni, parents and other stakeholders of the College. Accordingly, the college takes steps to improve the standard of teaching-learning.

Teacher Quality

Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Teachers in different faculties are recruited by the Government of Odisha on the recommendations of the Odisha Public Service Commission (OPSC). The Government appoint teachers on the basis of student strength and work load calculated every year and by deploying the regular teachers to meet the immediate requirement. In case of non creation of posts, part-time teachers are

engaged and teachers are deployed to take the classes. In case of further requirement, the temporary guest faculties are directly recruited by the institution following UGC eligibility criteria.

The present position of teaching personnel is given in the table below.

How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

To cope with the growing demand and scarcity of qualified senior faculty to teach new programmes/ modern areas, the college manages to teach by

- Deploying experienced teachers
- Appointing guest faculties
- Engaging part-time teachers
- Encouraging and allowing the teachers to attend orientation /refresher courses.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			02	01		02	05
M.Phil.				01			01
PG			01		02	01	04
Temporary teachers							
Ph.D.			01				01
M.Phil.					02	03	05
PG					07	13	20
Part-time teachers							
Ph.D.						01	01
M.Phil.					04	03	07
PG					01	01	02

Providing details on staff development programmes during last four years. Elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes:

Refresher Course	Year	Applied	Nominated
	2011-2012	02	02
	2012-2013	03	03
	2013-2014	02	02
	2014-2015	01	01
	2015-2016	02	02
HRD Programme	2014-2015		01
Orientation Programme	2011-2012		
	2012-2013		
	2013-2014	02	02
	2014-2015	NIL	
	2015-2016	01	01
Staff Training Conducted By University	2014-15		01
Staff Training Conducted By Other Institutions	2014-15	04	04
Summer/Winter Schools/WorkShop etc.	2015-16	03	03
	2016-17	01	01

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning are:

- Computer training programme for faculties like Internet technology and Web designing, problem, solving through C language, multilingual DTP module tools and business system.
- Training of teachers to use ICT resources
- Workshop on food preservation & tailoring for teachers and students of Home Science.

- Seminar on cross cutting issues such as climate change, waste management, women empowerment, breast cancer, food security, road safety etc
- Training by Personnel from IIT, Khargpur on the use of Language Laboratory.
- Training programmes on e-admission and e-valuation.
- To handle new curriculum, the college encourages the teachers to participate in orientation/refresher courses/ workshops organized by UGC Academic Staff Colleges.
- Training programme on open data development initiative and online resources.
- Training on financial Management at Madhusudan Academy , Bhubaneswar.

c) Percentage of faculty:

- Percentage of faculty invited as resource persons in workshops / seminars / conferences organized by external professional agencies: 30%
- Participated in external workshops/Seminars/ conferences recognized by national/ international professional bodies: 60%
- Presented papers in workshops/seminars/conferences conducted/organized by professional agencies: 30%

What policies/systems are in place to recharge teachers? (e.g. providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution follows the following policies/ systems to recharge teacher:

- ☐ Annual increment to all the faculty members.
- ☐ Time bound promotion/placement as per UGC norms.
- ☐ Study leave for carrying out Ph.D. work.
- ☐ Research grants for conducting minor/major research project.
- ☐ Financial assistance for publication of books by UGC and ICHR.
- ☐ Infrastructural facilities for research work at college level.
- ☐ Academic leave to attend seminars/workshops/refresher courses/orientation courses.
- ☐ Felicitation to teachers for his/her achievements.
- ☐ Disincentives in the form of non promotion/placement to higher posts.

Give the number of faculty who received awards / recognition at the state / National and international level of excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Awards: Nil

Has the institution introduced evaluation of teachers by the students and external peers? If Yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes, The college has introduced evaluation of teachers by students at the end of the session. The student feedback form on teachers contains evaluation in 5 point scale on various traits like communication skill, punctuality, presentation skill, content knowledge, ability to meet individual differences, accessibility in and out of the classes, ability to integrate across courses etc. The feedback is analysed and communicated to the teachers to improve their quality of teaching as per the requirement.

Evaluation Process and Reforms

How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- ☐ The institution follows the evaluation process as prescribed by the North Orissa University. The students and faculties are made aware of the process at the very beginning of the academic session through the induction meeting, college calender and college notice board.
- ☐ Both students and teachers are provided with the copies of the syllabus to acquaint themselves with the course structure, content, distribution of mark, examination and evaluation system of the affiliating university.
- ☐ The test results are communicated to parents/guardians through SMS mode of communication.
- ☐ The annual university marks provided by the affiliating university are also distributed to the students.
- ☐ The students are advised to go through the question bank to acquaint themselves with the pattern of questions.

What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The institution has adopted the evaluation reform which has been made by the University from time to time. There is no scope for the institution to initiate reform on its own. However, the institution suggests the university to adopt internal assessment/assignment of 20% of marks in each paper to further intensify the continuous and comprehensive evaluation. The Principal, faculty members along with DEO have been provided with e-valuation training by Government.

How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The trend of evaluation reform is towards continuous and comprehensive evaluation and the institution ensures CCE by class test, group discussion, half yearly, pretest, test, seminars, quiz and project work. The Principal of this institution in the Syndicate Meeting has recommended for introduction of e-valuation system in the University. This college has been recognized as a suitable centre for zonal valuation of the university for its good governance, accountability and transparency.

Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The formative approach to the evaluation seeks to monitor the teaching- learning process to provide, continuous feedback to teachers to improve their teaching and to students to improve their learning outcomes. It is done through

- Unit or monthly tests assignments and half yearly test.
- Presentation in seminars.
- Classroom interaction.
- Practical works.
- Group discussion and quiz.

The summative approach evaluates student's learning at the end of an instructional unit. It is done through:

- Theory examination.
- Practical examination.
- Viva-voce.
- Project work.

The approach impacts the students

- To build self-confidence in order to meet the challenges of Summative Assessment.
- To develop the analytical and writing skill.
- To undertake innovative projects.

Details on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (Weightage for behavioral aspects, independent learning, communication skills etc)

Internal assessment has not been introduced by the University for the affiliating colleges. Hence no credit /weightage to formative assessment has been given.

What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The college pronounces the following graduate attributes for the students. The vision and mission document of the College reflects the graduate attributes.

These attributes are:

- ☐ Core human values of sincerity, honesty, discipline, courage, dedication and team work.
- ☐ requisite knowledge base for employability.
- ☐ Scientific temperament, rational and positive outlook, integrated character.
- ☐ Egalitarian, secular and non parochial values.

The College endeavours to attain these attributes through its various curricular, co-curricular and extra-curricular activities. Besides these, the college organizes various awareness and sensitization programmes and conducts various extension outreach programmes.

- ☐ Active citizenship programme.

- ❑ Self-defence training programme.
- ❑ Health Check up camp.
- ❑ Training on soft skills for capacity building.
- ❑ Extension /outreach programmes on health, blind beliefs, AIDS, illiteracy, Health check up camp and cataract detection eye camp.
- ❑ Extramural lectures on burning topics.
- ❑ Seminars on cross cutting issues like environmental pollution, global warming.
- Gender sensitization programmes like women rights, atrocities on women, anti ragging, women"s foeticides, campaign against dowry etc.

What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university level?

The redressal of grievance regarding evaluation in both college and university examinations is done through the following process.

Grievances related to College Examination

The student has free access to the subject teacher regarding the marks awarded for the monthly tests/ unit tests. The teacher clarifies doubts regarding evaluation. Any further lapses and discrepancies are addressed adequately by the concerned HODs and the grievances redressal cell.

Grievances related to University Examination

In case of grievances related to evaluation at university level, students may apply to the Controller of Examinations of affiliating university, through college within a specified time period for readdition/rechecking of marks, if necessary. The University also makes arrangements for providing photocopies of the answer scripts to the students after the announcement of results with deposit of required fees. Any other grievances of students relating to examinations are also sent to the University by the college. The Principal in various meeting apprised the university about the distance, time period and resources involved in redressing the grievances of the students with university and finally succeeded in having a extension campus at Keonjhar from the current session 2015-16.

Student Performance and Learning Outcomes

Does the college have clearly stated learning outcomes? If „yes“ give details on how the students and staff are made aware of these?

Yes, the College has a clearly stated learning outcomes. The vision and mission document of the college epitomizes learning outcomes for all programmes, like academic excellence, development of skills, development of nationalistic spirit and awareness for community and society.

Intended learning outcomes are communicated in induction programme before the commencement of academic session and later on at the departmental level. Syllabus and college calendar are supplied to every teacher and student to make them aware of the learning outcomes.

Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Year	Stream	No. of Students enrolled	No. of Students Appeared	No. of Students Passed	Percentage of student passed
12-13	Arts	114	114	84	73.68
	Science				
	Commerce				
13-14	Arts	123	123	105	85.36
	Science				
	Commerce				
14-15	Arts	108	108	87	80.55
	Science				
	Commerce				
15-16	Arts	99	99	54	54.54
	Science				
	Commerce				

The institution monitors the progress and performances of students by taking necessary steps on the basis of feedbacks obtained through formative tests and other activities. The institution communicates results of first/second/final University examinations published by the University on its notice board. The name of rank holders and toppers are also notified. The results of the University Examinations is uploaded in the website of the university for easy access of students.

How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

Keeping in view the intended learning outcomes, the institution sets its institutional objectives and arranges its teaching-learning and assessment process to facilitate the achievement of objectives. This is done through:

- ☐ Provision of a supportive and vibrant learning environment.
- ☐ Maintenance of lesson plans and progress registers by each faculty member, which is supervised by the HOD and the Principal periodically.
- ☐ Compulsory 75% attendance by the students.
- ☐ Arrangement of the extra classes and remedial classes for slow learners and taking special and focused care on advanced learners.
- ☐ Conduct of various competitions and other capacity building measures for students.
- ☐ Organising faculty improvement programmes.
- ☐ Conducting continuous comprehensive evaluation (CCE) i.e class test, monthly test, unit test, remedial classes, projects and seminars.
- ☐ Obtaining feedback from primary stakeholders.

What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The college is providing Under Graduate level courses, which are framed by the North Orissa University. To enhance the social and economic relevance of the courses offered, the college through its career counseling cell organizes meetings on career counseling, and lectures on entrepreneurship skills and job opportunity etc. Through seminars, project works, preparation of models and surveys, the institution caters to the development of innovative and research aptitude among students. „

Courses in commerce equip students with entrepreneurial and managerial skills for handling of business. The courses in Home Science provide skills in designing, knitting, tailoring, food processing to the students. The college also organizes workshops and experimental lecture to cope with sweeping changes in economy, polity and society. Innovative programme for personality development and development of communication skill are arranged to fulfill the need of the students in competitive scenario.

How does the institution collect and analyze data on student Performance and learning outcomes and use it for planning and overcoming barriers of learning?

The institution receives data pertaining to learning outcomes at regular intervals through formative tests.

- ☐ All the departments develop a formative assessment plan unit test /monthly test /pretest/test etc.
- ☐ The examination unit of the college conducts test /half yearly examinations.
- ☐ On the basis of the result, the special classes for advanced learners and remedial classes for slow learners are arranged.
- ☐ There is a provision of question bank to acquaint the students with the unit wise probable questions.

How does the institution monitor and ensure the achievement of learning outcomes?

The institution monitors and ensures the achievement of learning outcomes in following manner

- ☐ The Principal and Academic Bursar monitor all the academic activities. Besides, the HODs and the senior faculty members keep a vigilant eye on the academic growth of the institution.
- ☐ Monthly/unit tests are valued, marks are recorded in the mark register. Questions are discussed in the class. Valued answer scripts are shown to the students on demand and performance is analysed.
- ☐ Remedial classes are arranged for slow learners.
- ☐ Performance of the student is discussed in the staff council meetings and remedial measures are taken for slow learners.
- ☐ Further special tests and assignments are designed at times.
- ☐ The parents of irregular students are informed from time to time and invited to meet the concerned HODs/Principals.
- ☐ IQAC monitors the achievement of learning outcomes.
- ☐ Attendance of students are reviewed.
- ☐ Feedback from the stake holders are collected and reviewed.
- ☐ Progress of the students and their other problems are discussed in parent-teacher meeting, valued suggestions are invited to add value to the teaching learning process.

Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If „yes“ provide details on the process and cite a few examples.

Yes, the college uses evaluation as an indicator/ tool for evaluating students performance.

SL.NO.	ASSESSMENT CRITERIA	LEARNING OUTCOMES
1	Writing skill	Development writing skill, clear expression of thought.
2	Practical skill	Better understanding of the subject and application.
3	Field work	Getting first hand information and practical experience.
4	Group assessment	Teamwork, leadership, tolerance, cooperation
5	Attendance	Punctualities, regularities in classes.
6	Marks	Depth in the subject, performance appraised.
7	Participation in outreach extension programme	Personality development, active, alert, extrovert, group feeling and broadminded.
8	Participation on Sports	Healthy body in healthy mind, team work leadership, reason power.
9	Participation in debate	Development of communication skill and presentation skill.
10	Participation in seminar	Research mindedness, Analytical & applied skill

CRITERION-III RESEARCH, CONSULTANCY AND EXTENSION

Promotion of Research

Does the institution have recognized research centers of the affiliating University or any other agency/organization?

The Institution does not have any recognised research centers. Its primary activity is to impart teaching. However some teachers are engaged in research and avail themselves of the research infrastructure available in the college.

Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, The Institution has a Research Committee consisting of the following members.

Chairman- Dr. H.K.Nayak,Principal

Members - (i) Dr. J.Pradhan,Reader-in-Odia.

(ii) Dr. S.Maharana,Reader-in-Education

(iii) Dr. P..Naik,Reader-in-History.

(iv) HODs of all Departments

(v) Subject experts of concerned Department

Recommendations of the Research Committee

- The research committee encourages research activities among faculty members. It provides information to the teachers about various scheme of UGC and recommends their proposal for consideration and approval by appropriate authorities.
- It also provides guidelines to teachers how to apply for research grants, how to incentivize socially viable research projects, how to keep financial records and complete the work in time.
- It encourages teachers to be research guides.
- It facilitates access to research oriented activities and monitors research progress.

Impact: As per recommendations of the Research Committee

- A research policy has been recently formulated. Departmental

seminars are being organized in each department to cultivate the culture of research mindedness among the students and staff.

- Faculty members are participating in National and State level seminars as resource person /delegates
- Some faculty members have applied for minor Research Project.
- As many as 02 members have obtained the coveted Ph.D degree and some have registered for the doctoral programme.
- As many as 04 faculty members are guiding research scholars and P.G. students to complete Dissertation works under the Affiliating University and other institutions.
- Staff members have applied for recognition as research guide under the university.

What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- **Autonomy to the principal investigator**
- **Timely availability or release of resources.**
- **Encourages research after Ph.D in various research centres of excellence**
- **Keeps the scholars motivated enough on a research topic for a longer time.**
- **Adequate infrastructure .**
- **Time off flexibility for work and study special leave etc to teachers.**
- **Support in terms of technology and information needs.**
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities .**
- **Any other**

To facilitate smooth progress and implementation of research schemes/projects, of the institution.

- Provides full autonomy to investigators to guide Ph.D scholars and dissertation works of PG students under the affiliating university and other institutions.
- Provides duty leave/academic leave to teachers for presentation of research papers and attending seminars, workshops and conferences as and when required.
- Provides access to advanced instrumentation and research resources like publications and journals, laboratory etc.
- Provides support in terms of technology and information.
- Institutes periodic seminar for facilitating interface meeting with eminent researchers..
- Encourages teachers to pursue Ph.D work on part-time basis.
- Facilitates the researchers by giving flexibility in the time table to carry out data collection and analysis, library work and laboratory experiments.

What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

To develop scientific temper and attitude among students,

- The institution organises departmental seminars, various competitions and activities to develop the knowledge and writing skills of students.
- Science teachers help to stimulate scientific temper among students to probe into day to day socio-economic problems.
- The institution encourages students to attend seminars on analytical writing skills and research methodology, which help them to create aptitude for research by integrating them with the knowledgeable society.
- Students indulge in project work and field study and extension activity.
- Extramural lectures and guest talks help to inculcate curiosity and research mindedness.

Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Since it is an undergraduate college there is less scope for research. However some of the teachers are involved in active research specifically in their individual capacity such as doing Ph.D work, guiding Ph.D work and dissertation work of PG students, publishing research papers etc. Moreover, the college encourages faculty involvement by prescribing research output as one of the criterion for recruitment of guest faculty. The detailed list is appended at individual profile of the teachers.

No of teachers awarded Ph.D:- 6

No of teachers engaged in active research: - 11

SI No	Name of the Researcher	Deptts	Kind of Research Activity	Area of Specialisation
1	Dr. H.K.Nayak	Economics/Principal	Individual	Industry & disparity
2	Dr.(Smt.)J.Pradhan	Odia	Individual	Ode Drama
3	Dr. S. Maharana	Education	Individual	School Education
4	Dr. P.Naik	History	Individual	Tribal folk culture
5	Dr.(Smt.) B.Das	Economics	Individual	Banking
6	Dr.(Smt.) P.M.Dash	English	Individual	Linguistics

Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The college organises interaction of faculty with subject experts from time to time and encourages them to imbibe latest developments in the frontiers of knowledge. (A seminar on reaserch methodology has been organised recently by the Department of Political Science for capacity building on research. The Principal and Dr. Banishree Das of Department of Economics have attended the workshop on Open Data Initiative and Online Resources on 24-04-15 against under the auspices of World Bank at Bhubaneswar. Seminars and sensitization programmes have been organised by different departments during the last two years which provide enough thought in reaserch culture.) Details of seminar/sensitization programme are enclosed in the departmental profile.

- Workshop on tailoring, workshop on food preservation.
- Training on preparation of self study report, Skill upgradation training, Mushroom production and value addition
- Computer training
- E-Admission training
- Workshop on uses of language training.
- Evaluation training to examiners
- Leadership training through active citizenship programme.

Provide details of prioritized research areas and the expertise available with the institution.

Prioritized research areas and expertise available are

- Dr. H.K. Nayak-Industry and Disparity
- Dr. Pravakar Naik,-Tribal folk Culture
- Dr. Sadasiba Maharana, School Education
- Dr. J.Pradhan, :- Ode in Odia Literature
- Dr. M. Das:- Physical Chemistry
- Dr. Banishree Dash:- Banking
- Dr. Prativa Manjari Dash:- Linguistics

Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The College has made concerted efforts to attract researchers of eminence to visit the campus to deliver talks on advanced topics of research and interact with faculties and students in the following ways.

- The College organizes workshops and seminars by inviting research of eminence.
- The College offers hospitality, internet facility to Guest lecturers in respective areas of specification.

As a special feature, interactive sessions are organised in which one to one interaction with teachers and students take place. The following scholars delivered talks during the last two academic sessions.

Sl. No.	Name of speaker	Topics	Date
1	Prof. Dillip Kumar Agrawal, AHCRC, Cuttack.	Awarness programme on Breast Cancer	28.10.13
2	Prof Sarat Ch. Pradhan, Retd. Professor of Odia, Samblpur University , Jyoti Vihar, Burla	Kabi, Kabita and Pathak	11.09.14
3	Prof. Kumarbar Das, Utkal University, Bhubaneswar.	Education and Society	4.12.14
4	Dr. Ramesh Ch. Ray, Principal Scientist, CTCRI, Bhubaneswar.	Biotechnology for food security	6.12.14
5	Prof. S. M. Pany, Retd. Principal, R.N.I.A.S.E, Cuttack.	Strategies for quality enhacement in Higher Education	6.12.14
6	Dr. K. C. Mishra, DLC, Keonjhar, Dept. of Higher Education, Govt. of Odisha	Literature and Society	18.09.15
7	Dr. Sohan Giri, Regional Officer, State Pollution Control Board, Bhubaneswar.	Solid waste Management	28.11.15
8	Sri D. G. Rout, Reder in Physics, D. D (Auto) College, Keonjhar	Light Emitting Diodes	13.01.16
9	Dr. Smt. B. Satapathy, Principal, D.I.E.T, Keonjhar.	Concept and Methods of Value-based Education	13.01.16
10	Dr. Sujit Kumar Nath, Project Coordinator, Krushi vigyan Kendra, OUAT, Keonjhar.	Modern trends in Agriculture	17.01.16
11	Sri Dipti Ranjan Sahu,	Career prospect in	21.01.16

	Lecturer, Dept. of Tourism and Hospitality, D. D.(Auto) College, Keonjhar	Tourism and Hospitality Management	
12	Dr. Akshya Kumar Bastia, Reader in Botany, North Orissa University, Baripada	Prospects of Algal Seaweed as biofuel production.	28.01.16

What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Sabbatical leave is not granted for absence of commitment from the Government to fill up vacant posts. However teachers have utilised their leave for research activities. Teachers desirous of pursuing Doctoral Programme are granted study leave for two years by the Government on recommendation of the Principal. Academic leave is also granted to faculty for attending seminars inside and outside the country.

Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community.

The teachers after award of Ph.D. are given felicitation by the institution. The concerned teachers present and discuss the findings of research among the students as well as the faculties through seminars and talks.

The college recommends the University and other research institutes for printing of the research outputs of the teachers.

The findings of the minor research project are recommended to UGC for extensive circulation through publication.

Resource Mobilization for Research

What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The college does not have an earmarked budgetary provision under research head. But the grants received from UGC/ State Govt. are utilized as per the specifications for seminars or workshops. The UCs for each are also sent in due time.

Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no such provision in the institution to provide seed money to the faculties for research.

What are the financial provisions made available to support student research projects by students?

Students preparing projects to fulfill their curricular requirement collect funds from themselves from different sources to defray the cost of the project. The College purchases all the latest equipments and provides internet facilities to the students for undertaking project activities.

How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Aligning with the present trend of multi-disciplinary research in higher education, the college encourages faculty to undertake inter-disciplinary and multi disciplinary research. Again, the institution endeavour in organising inter disciplinary seminars /talks and inviting resource persons from various fields to enlighten the students and staff members. This creates and fosters passion for the subject and academic line by exploring the current knowledge base. This also propels students to build a research cum teaching career. Some of the teachers supervise the Ph. D students in inter disciplinary area.

How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The individual teachers use library, laboratory and electronic gadgets available in the college for their research work after day"s work. Optimal and

rational use of equipment and laboratory in various departments are made in the following manner.

- Periodic updating and up gradation of the scientific equipment is made.
- Need based repairs and maintenance of equipment is carried out by sending the equipment to the manufacturer/ authorised agent.
- As per requirement, equipment of other departments are also used for shared utilisation. For example, Physics students and research scholars use Hot Air Oven of Zoology department. The researcher of chemistry department use the spectrophotometer of Botany department.

Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If „yes“ give details.

No. The institution has not received any special grant or finances from the industry or other beneficiary agencies for developing research activity.

Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

The following faculties have received research grants from UGC under Minor research Project during XI plan period 2007-2012. Debaraj Parida of Botany Department.

Sl No.	Nature of the Project (MRP)	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
					Sanctioned	Received	
1	Minor Research Project	2009-11	Enumeration and characterization of aeromicroflora of industrial and mining area of Keonjhar District	UGC	Rs. 87,000/-	Rs. 87,000/-	Rs. 87,000/-

Research Facilities

What are the research facilities available to the students and research scholars within the campus?

As the institution is basically an undergraduate teaching centre, the facilities available within the campus are limited to seminar hall, well stocked library, well equipped laboratory, computers with internet facilities in all department, and electronic gadgets. Major equipments available in the college are UV- Visible Spectrophotometer, Centrifuge, auto-clave, digital pH meters, laminar Airflow chamber, BOD Incubator, Hot air oven etc. Project works and field surveys are done by some departments. Some of our teachers also use the library facilities of nearby colleges and the university. The wi-fi facility and computerisation of library shall further cater research ambience in the campus.

What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Recommendations are sought from the Departments on requirements of infrastructure for research.

The institution plans for developing infrastructural facilities to meet the need of researchers by making

- Periodic up gradation of inventory of scientific equipments.
- Fully automated Library and subscribing to INFLIBNET.
- Provision of upgraded desktop computers in all Science Departments
- Upgradation of Campus wi-fi facility for 24 hours internet connectivity.
- Procurement of more research journals and books.
- Procurement of application based software, making seminars more research oriented.
- Uninterrupted power supply.

Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If „yes“, what are the instruments / facilities created during the last four years.

The College has received grants from UGC for Minor Research Project out of which equipments and library books are purchased. The institution has received

special grants from the Peripheral Development Fund of the district for purchase of 2248 number of books and development of infrastructure.

What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The research Scholars and students of the college use the laboratory facilities of DD (Auto) College, Krushi Vigyan, Kendra, OUAT, Keonjhar. They also visit the Institute of Physics, Pathani Smanta Planetarium, State library, ICCSR library of NKCDs, Bhubaneswar and Library of North Orissa University, Baripada.

Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

- The research scholars are provided with facilities for utilization in the library of D.D. (Auto) College, North Orissa University, State library, ICCSR library of NKCDs, Bhubaneswar Library, Regional Research Institute of Physics Laboratory.
- Samples are collected from mines areas of the district and carried to Soil Testing laboratory, for testing of nutrients of soil for study of bacteria and fungal population.
- The research scholars and faculty members are provided with networking facilities to facilitate their access to research journals and other information.

What are the collaborative research facilities developed/created by the research institutes in the college. For ex. Laboratories library, instruments, computers, new technology etc.

NIL

Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- ☐ Patents obtained and filed (process and product) **NIL**
- ☐ Original research contributing to product improvement **NIL**
- Research studies or surveys benefiting the community or improving the services Students have made Socio Economic survey to analyze the cause of illiteracy, Socio economic status economic backwardness and cultural ethos of tribal"s.
Survey has been made to develop financial habit for financial inclusion
- ☐ Research inputs contributing to new initiatives and social development.:-
Dept. of Economics made an analysis on interest rate charged by different banks and financial institutions to develop habit of thrift has contributed to the needs and the Financial Literacy Programme.
- ☐ Research inputs from the study by Dr P. Naik, Reader in History for tribal development ; Research inputs of Dr. S. Maharana, Reader in Education, on use and impact of Audio visual Aids in teaching and Enrichment of folk culture by Dr. J. Pradhan, Reader in Odia, have contributed to the requirement of community development.
- The development of attitude towards Women"s and the Locus of control in working and non working women- seminars have been arranged on various issues related to Women like women empowerment, rights of women, atrocities on women etc.

Does the Institute publish or partner in publication of research journal(s)? If „yes“, indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No

Give details of publications by the faculty and students:

- **Number of papers published by faculty and students in peer reviewed journals(National /International)**
- **Number of publication listed in international Database 9For & G web of Science, Scopus, Humanities, International complete, Dare Database-International Social Sciences Directory, EBSCO, host etc)**

- **Monographs**
- **Chapter in Books**
- **Books edited**
- **Books with ISBN/ISSN numbers with details of publication**
- **Citation index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-Index**

The Detailed list is appended at individual profile of the Teachers.

Provide details (if any) of

- **Research awards received by the faculty. NIL**
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally. NIL**
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions. NIL**

Consultancy

Give details of the systems and strategies for establishing institute- industry interface?

The Placement Cell and Career Counseling Cell of the college initiates the interface talks with training institutes oriented towards the technical skill and soft skill improvement of the students so as to enhance their employability skill. Students are given information time to time about the possible job opportunities available. They also keep on liaising with local enterprises .

What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The faculties as counselors help in guiding the students to select the appropriate streams and subjects in which they have got interest and also having demand in the job market so as to make their future bright.

How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution always encourages staff to utilise their expertise for the benefits of students and society.

List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

As the college does not provide consultation service, no revenue is generated till now.

What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

The institution does not have the policy of sharing its income with other organisations

Extension Activities and Institutional Social Responsibility (ISR)

How does the institution promote institution-neighborhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institution endeavors to promote its neighborhood community network by engaging students and staff members in social work contributing to good citizenship, service orientation and holistic development of students. The NSS, YRC wings of the college and a team of committed students and staff organize different programmes to promote institutional social responsibility. The important activities which are undertaken by the institution are as follows:

- ☐ Organisation of NSS Special Camps in the Adopted Village and Special Camp during festivals.
- ☐ Rally on Road Safety Week from 01-01-2014 to 07-01-2014 to create Public awareness on traffic for road safety and issue of driving license to students in license collaboration with Transport Department of Government.
- ☐ Visit to old age home/orphanage, blind school and school for deaf and dumb and distribution of food packets to the inmates as a part of the outreach programme.

- Street play on AIDS on evils of witchcrafts and blind beliefs prohibition of liquor, dowry, literacy for creating Public awareness.
- Cleaning of campus by student volunteers of NSS, regularly at periodic intervals under Swatch Bharat Abhijan.
- Regular Organisation of Blood donation and Blood grouping camp in collaboration with District Head quarter Hospital, health check up camp in collaboration with Keonjhar Health Point and Cataract identification and eye Camp in Rotary Club, keonjhar..
- Organizing National and International Days like Rastriya Ekata Diwas, World AIDS Day, National Education Day, NSS Day, National Youth Day, Republic Day, Independence Day, Voters Awareness Camp and International Women"s Day.
- Celebration of Vana Mahotsab with Tree Plantation for creating environmental consciousness
- Self-Defence training programme for girls students
- Awareness programme to stop violence against Women, Women right and empowerment.
- Awareness for celebrating a pollution free, cracker-free Diwali.
- Rallies to Say „No“ to Polythene for polythene & plastic free campus
- Implementation of central Government-sponsored Domestic efficient lighting programme (DELP) on the occasion of celebration of Energy Conservation Week for promoting the use of Light Emitting Diode (LED) bulbs, as it consumes less energy and runs for 25000 burning hours.
- Organisation of Active Citizenship Programme, Celebration of Constitution Day, Voters Day, National Integration Day, Human Rights Day and Active Citizenship Programme.
- Financial literacy Programme-Collection of data by Economics Department on interest rate charged by different banks and financial institutions to develop habit of thrift under the Financial Literacy Programme.
- Collection of data on the literacy of girl child and identification of causes of illiteracy–under Beti Bachhao and Beti Padhao Programme.
- Cleaning of drains in the campus by boarders and volunteers at periodic intervals.

What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

The institution encourages and motivates the students to participate in various social activities through its, NSS, Rovers-Rangers, Red Ribbon Club and YRC units, which promote qualities of ideal citizenship among students. These bodies have enrolled, monitored, advised and guided the students for different community oriented activities. Students march holding placards, shouting thought provoking slogans to draw the attention of public to various burning issues. Some social issues like Pranaam Gopabandhu Jyoti Programme, Traffic Awareness Programme and AIDS Awareness Programme leave a lasting imprint on the minds of citizens and students. The brutal rape case of Delhi and atrocities on women and child were vociferously condemned. The college has been conducting Active Citizenship Programme since the last two years in collaboration with the Youth & Sports Department of the Government to imbibe the traits active citizenship through meetings workshops and film shows. Other significant milestones of the college in creating civic consciousness and political awareness are celebration of Voters Day, Human Rights Day, Republic Day, Independence Day, Unity Day and other Days of national importance.

How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution regularly solicits the perception of various stake holders in the overall performances and quality of the institution through the process of feedback accumulated from parents, alumni, students feedback on teachers and student's feedback on courses at the time of exit. The feed backs are assessed by the Principal in the Staff Council Meeting for redressal. Parent-Teacher Association, Alumni Association. Guardian meets of Hostel Boarders, Student Grievance Cell, Governing Body meetings and Students' Advisory Council Meetings are the other platforms to solicit stakeholders perception for quality enhancement.

Sl. No	Name of the Units	Amount spent/year	Funding Agency
1	NCC		
2	NSS	Rs.15,000/- 2010-11 Rs.26,550/- 2012-13 Rs.11200/-2014-15 Rs. 50100/-2015-16	NOU, Baripada
3	YRC	Rs.6000/-2011-12 Rs.5000/-2012-13 Rs.4000/- 2013-14 Rs.4000/2014-15	Indian Red Cross Society Odisha Branch, BBSR

How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The Institution organizes large number of extension and outreach activities through NSS, Red Ribbon Club, Rover-rangers and YRC units. The advisory body of YRC and NSS chalks out the plan for the regular & special camp programme with budgetary provisions. The members of the units contact the village leaders and make a survey of the adopted village for identification of burning issues. During the period of camp the volunteers motivate and sensitise the community by creating awareness on health, literacy, hygiene, environmental, blind belief, women empowerment programme and the socio economic issues. After the camp the volunteers use their leisure time in the services of community development of the adopted village. NSS Units and YRC Unit execute the policy and programmes for the extension and outreach service.

These units take care of all logistics for every regular/special camp activities, and collaborate with Government hospitals (for Health Check up Camps and blood donation), district administration, village officers and other NGOs for organising survey, rallies and awareness programmes.

The volunteers are evaluated on the basis of three components namely:- Participation, Cooperation and Leadership in various camps and extension activities, which directly benefits students, society and the nation. However, it is very difficult to measure the impact of the programmes on students as the impact

percolates down from one generation to another for the benefit of posterity. These activities positively impact students' emotional, intellectual, social, and inter-personal development. These programmes have resulted in developing the quality of leadership, spirit of cooperation and spirit of humanism and generation. By working together with other individuals, students learn to negotiate, communicate, manage conflict, and lead others. These also sensitize the student volunteers to understand the problems and challenges of the lesser privileged sections of society to equip them for real life situations. Taking part in these extension and outreach activities students understand the importance of critical thinking skills and time management, share and sacrificing traits and basics of personality development.

How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The institution promotes the participation of students and faculty in extension activities by instilling in them a sense of social service and commitment to underprivileged in its induction ceremony after admission for each year. The teachers associated with various extension activities apprise students on the benefits, objectives and scope of NSS/YRC/RRC/Rover & Ranger and enroll students for different extension activities. NGOs and voluntary organisation also collaborate with the extension units to promote the participation of students. The senior volunteers also motivate the new comers to engage themselves in extension activities.

Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

To ensure social justice and empower students from under privileged and vulnerable sections of society, the institution has undertaken following initiatives:

- The Institution gives priority to students from vulnerable section of the society in enrolment for NSS and other extension units of the college. They participate in socio economic survey and extension work under the aegis of NSS, YRC and get firsthand knowledge on the socio economic

problem of the people like literacy, health hazards, blind beliefs etc.

- The NSS volunteers make socio economic survey in the adopted village before the special camp to chalk out the relevant plan of action and programme.
- The activities give them opportunity to get involved in community services on a regular basis.
- The students belonging to vulnerable section improve the understanding of the community and strengthen their knowledgebase on the reality of inequality and the wellness of fellow citizens.
- They are also energized and filled with hope by the exemplary exhibition of courage, conviction and cooperative spirit. They are motivated for the cause of overall upliftment of downtrodden.

Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The objectives of the extension programmes are to ensure holistic development of students and to prepare them to meet the challenges in life successfully and to establish them as ideal citizen in the society.

The extension activities enhance their social commitment together with personal, civic and academic learning.

- The first important aspect is that students learn to think beyond themselves. The students realise the realities of injustice and inequality, disparities and divides, the people face. This develops the urge to do something productive for others in the society and ensures social integration.
- Exposes students to issues of gender equity, Eco-consciousness and self-esteem which inculcate a sense of social responsibility and commitment among students.
- The activities have resulted in inculcation of values such as egalitarian, secular and non parochial in addition to core human values of sincerely, honesty, discipline, dedication and team work.
- The activities helps to acquire various life skills such as organization skill , interpersonal skill, research skill, communication skill, leadership skill etc.

How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development?

- ☐ The extension activities are followed by meeting with the villagers, school teachers, village leaders and local officials in which the programme objectives, duration and impact are discussed in thread bare
- ☐ After the programmes, the volunteers use their leisure time to monitor the impact of extension activities and this follow up action ensures involvement of the community.
- ☐ People from various walks of life are invited to generate awareness among the public to participate and engage themselves in community development programme.
- Conduct of extension activities in collaboration with NGO and Governemnt Organisations to enhance people"s confidence by programme.

Detail on the initiatives of the institution that encourage community participation in its activities?

The initiatives that encourage community participation in its activities are furnished below:

- ☐ Regular and special camp of NSS
- ☐ Awarness and sensitization programme
- ☐ Health care programme;- Blood Donation, Health Check up, Cataract identification and eye camp
- ☐ Environment awareness programme
- ☐ Active citizenship program through meetings, discussions and films shows.

Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- ☐ Awareness camps with active cooperation of NGOS and cultural organisations.
- ☐ Blood donation and Blood grouping camp in collaboration with Red cross Society, District Head quarters Hospital, keonjhar Rotary Club and

Keonjhar Health Point..

- Swachha College Abhijan and awareness week was organised inside the campus in collaboration with Vivekananda Institute and District administration from 14-12-15 to 19-12-15 with the following programmes

14-12-15:- Campus Cleaning

15-12-15- Road safety traffic awareness

16-12-15;- Health Awareness Camp

17-12-15;- Junk food

18-12-15:- Polythene free camp

19-12-15:- Spiritual discourses and valedictory

Collaborative arrangements have been made with Keonjhar Health Point and District Blood bank to organise various health care activities and awareness activities. One cataract identification camp was organised with the help of Rotary Club, Keonjhar, so people have been checked with the helps of doctors and 21 are operated to see the light of the day.

Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

No such award is received by the institute.

Collaboration

How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

In UG level research is not a part of curriculum only the faculties who are engaged in research work inter act with laboratories other research institutes and libraries for their research activities.

Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Yes, MOU has been executed with JVCCE computer point, BBSR. Under Joint venture Computer Education programme for providing Computer Education to students.

Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/ creation / up- gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. Laboratories / library/ new technology /placement services etc.

The institution interacts with industry institution and community for establishment, creation and upgradation of academic facilities, students and staff support, infrastructure facilities of the institution..

- ☐ The Jagat Janani Trust, Joda has contributed a new canteen with wash room and a deep bore well for water supply to the College.
- ☐ Engineer N.K. Mishra has donated a sum of Rs. 2 Lakh as fixed deposit to award students securing highest marks in Hons subjects in the memory of his sister Late Smt. A. Mishra, Ex-principal of this College.
- ☐ Interaction with the District Administration for development of infrastructure from peripheral development fund created out of the contribution from industries.

Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

No such conferences are organised by the institution during last four years. Following scientist and eminent personalities have contributed to the events.

- Prof. Kumarbar Das
- Prof. Prafulla Ch. Mishra
- Prof. S. M. Pany
- Dr. Ramesh Ch. Ray

How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

- ☐ Curriculum development/enrichment
- ☐ Internship/ On-the-job training
- ☐ Summer placement
- ☐ Faculty exchange and professional development
- ☐ Research

- ☐ **Consultancy**
- ☐ **Extension**
- ☐ **Publication**
- ☐ **Student Placement**
- ☐ **Twinning programmes**
- ☐ **Introduction of new courses**
- ☐ **Student exchange**
- ☐ **Any other**

At the UG level there is little scope for research activities. Since no administrative /legal autonomy is given to the Principal no MOU/ agreement with any external agency industry has been taken place.

Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

The institution is taking initiatives to have linkage and collaborations with NGO"s, Government institutions and industries for promotion of research and interdisciplinary learning. However seminars are organized to provide a platform for healthy exchange of ideas.

CRITERION-IV INFRASTRUCTURE AND LEARNING

Criterion IV: Infrastructure and Learning Resources

Physical Facilities

The college is spread in acres and is situated on the outskirts of N.H.215. It is the only Government Women's College in the mountainous tribal district of Keonjhar imparting higher education. Spread over an area of 6.5 acres, the college consists of many buildings of modern design. The campus is well fenced with a high boundary wall and well-guarded by night watchmen and CCTV for 24 hours security.

What is the policy of the institution for creation and enhancement of infrastructure that facilitates effective teaching and learning?

The college has a well-defined policy of augmenting infrastructural facilities as a catalyst for ensuring academic excellence. The policy is to create new infrastructure and upgrade the existing ones to enhance academic standards and increase efficiency.

Since it is a Govt. funded institution, it has a Building Committee which submits proposal for creation of new infrastructure and enhancement and renovation of existing ones. The proposal is submitted to the Govt. through the P.W.D for administrative approval and sanction of funds. The college also banks upon on UGC grants for development of infrastructure. To meet growing infrastructural need, we also seek grants from MP and MLA LAD Fund and also peripheral assistance from various corporate houses.

Detail of the facilities available for Curricular and co-curricular activities:

The College has separate blocks for different faculties- Arts, Science, Commerce and Computer Science. Spacious and airy classrooms invite the students to embark on an intellectual odyssey.

a) Facilities for Curricular and Co-Curricular Activities:

- ☐ Four blocks - A two- storied Administrative Block, a two- storied Arts Block, a three- storied Science Block and a two- storied New Academic Block having 77 well furnished class rooms with adequate lighting and ventilation.
- Administrative Block comprising Room No.11 to 18 consists of Principal's Chamber, Staff Common Room, Administrative Office, Examination Section and smart classrooms.

- The first floor of Administrative Block includes Room No. 19 to 25 which consists of Seminar Room, Examination Management Hub and classrooms and Halls.
- Arts Block comprising Room No.1 to 10 and 26 to 28 consists of NSS Office, Seminar Room, Students „Activity Centre, SAMS Lab and Multigym.
- Science Block comprising Room No.31 to 72 accommodate the department of Physics, Chemistry, Botany, Zoology, Geology, Computer Science and IQAC and Language Lab.
- New Academic Block. This block consists of a two storied building with two wings for holding general classes for Commerce and Arts students in general and Home Science and Education honours students in particular.
- The central library has a rich repository of texts and reference books.
- Principal's quarter and Staff quarters.
- Fully air-conditioned Language Laboratory with Voice recording Play back one to one interaction.
- An auditorium-cum- conference hall for cultural functions , Seminars and meetings.
- Two multi-storied hostels and canteen.
- The institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?
- Multi- purpose open air pendal.
- Numbers of well-equipped Laboratories fitted with latest equipment for conducting practical classes.
- Departmental Seminar libraries for some departments.
- Hi-tech computer laboratory with 24 hour internet connectivity.
- One fully air-conditioned smart classroom.
- One SAMS Laboratory for e-admission purpose and one EMH for examination management under CCTV footage.
- Separate vehicle parking space for parking of vehicles and cycles.
- Two Hostels.
- Electronic gadgets like Laptop,LCD projector and sound system.

b) Facilities for Extra-Curricular Activities:

- ☐ The college has its own playground inside the campus.
- National Service Scheme (NSS), Youth Red Cross Society, Dramatic Society, Athletic Association, Day Scholars" Association, Social Service Guild, Humanities Society, Science Society and Commerce Society etc. are some of the societies set up inside the institution.
- ☐ Gen-set for uninterrupted power supply.
- ☐ Underground water reservoir for constant and continuous water supply.
- ☐ Keeping in mind the growing atrocities on women the college is imparting self-defence classes for students so that they can learn the art of self-defence and can protect themselves.
- ☐ The college is also utilized for holding private and public examinations conducted by Govt. and Non- Govt.organizations and for conducting general elections by the district administration.
- ☐ The Examination Management Hub manages the valuation of answer scripts along with conduct of examination.
- ☐ Multi-gym for ensuring physical fitness of the students and the staff.
- ☐ Yoga classes for the students.

How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

To keep pace with the academic growth, additional infrastructure is being added from time to time. Apart from adding infrastructure, the college has installed and upgraded Science laboratory with additional advanced instruments and equipments. The facilities developed during the last four years are---

- ☐ Science Block
- ☐ New Academic Block
- ☐ Cycle stand II & III
- ☐ Sump Tank
- Renovation of Principal"s chamber

- Language Laboratory and Computer Science

Proposed Expansion:

The college proposes to undertake the construction of the following buildings:

- One hostel building to accommodate 300 boarders at the cost of 6.42 crores. Hon^{ble} Chief Minister has laid down the foundation stone for construction of the hostel on 28-12-2015. Pavement concretization, construction of drain construction of dugwell, kitchen in the Hostel.
- Construction of Commerce Block for holding classes for commerce students
- Construction of a staff common room.
- Construction of students' activity center.
- Construction of library building.
- UGC Aided Women's Hostel and playground.

The college plans to augment its infrastructure to keep pace with the academic growth in the following manner:

- Proposals along with plan and estimate are sent to Govt. from time to time to get administrative approval for the project .
- Hon^{ble} MPs/ MLAs are requested with specific plans to release resources from LAD fund.
- Grants are received from UGC for renovation.
- Plans are submitted to UGC for Women's Hostel and development of playground.
- In case of urgent needs funds are utilized out of accumulated P.L fund operated by Principal.
- Development fee from students.
- Funds from peripheral development fund.
- Optimum use of infrastructure through extended college hours, full utilization of laboratory by dividing students in to small batches to ensure individual usage of instruments.

Amount spent during the last four years:

2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
13000000 (for construction of Ground floor and part of 1 st floor)	2557000 (Repair and renovation)	36454500 (Two storied new academic Block and Renovation)	2032000 (Cycle shed and Hostel renovation repair and white painting)	1421000 (swamp water reservoir)	3082000+42000000 (Hostel drainage Renovation and repair Hostel Building + construction of 300 seated hostel building)

How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution is committed to make the stay of differently-able students comfortable. It takes special care in providing class rooms for the physically disabled students on the ground floor, front seating arrangement in the class, comfortable furniture and attendant facility as and where required.

The institution provides sick room to the students at the time of examinations. Visually challenged students are provided with rooms adjacent to the dining hall in the hostel. Ramp facility is provided at the various entrances. Wheel chair is kept in the office to ease out the movement of the students.

Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available.
- Recreational facilities, gymnasium, yoga center, etc.
- Computer facility including access to internet in hostel.
- Facilities for medical emergencies.
- Library facility in the hostels.
- Recreational facility-common room with audio-visual equipments.
- Available residential facility for the staff and occupancy, constant supply of safe drinking water.
- Security.
- Internet and Wi-Fi facility.

- Two girls' hostels Saswati (70 seats) and Sukanya (90 seats). Arrangements have been made in the hostel to provide academically conducive, hygienic mess, safe secure and above all economically affordable accommodation with homely ambience.
- Recreational facilities – Common room with audio visual equipment and movies shown on LCD projector in the hostels for entertainment of the inmates.
- Celebration of all major festivals with gusto. Welcome and farewell ceremonies are held in the hostel.
- Computer & Internet Wi-Fi facility in the hostels.
- Emergency medical facility –A vehicle is hired by the hostels to take the ailing students to the District Head quarters hospital /Nursing homes with which the college has tied up located in the town.
- Literary activities in the hostels like debate, quiz, and essay etc .are held every year.
- Yoga classes are held on Sundays.
- Constant supply of safe drinking water is available.
- Security is provided in the hostels. Watchman room has been made near the gate for proper security. CCTV has been installed in the hostels for 24 hours surveillance .
- There is the provision of 24 hours power supply in the college.
- Facility is provided for indoor and outdoor games inside the college campus.

What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- Free health check up camp, AIDS awareness camp, blood donation camp, awareness camps on various hazards are organized on a regular basis inside the campus with the help of the Chief District Medical officer and Red Cross Society. Facility of first-aid-box.
- The hostel authority and the staff are always ready to provide a helping hand in case of emergency.
- There is a district medical centre and many private hospital and nursing homes are available for the students and staff within 1 km.

- The college has collaborative arrangement with Keonjhar Health Points, Keonjhar, for providing emergency health care to students and boarders.

Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women"s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- There is one separate air-conditioned room with internet facility for IQAC (Internal Quality Assurance Cell) in the college which regulates and monitors the quality of teaching and learning.
- There is one Career Counseling Cell, one Grievance Redressal Cell and Sexual Harassment Cell for students.
- There is a canteen, recreational community space for staff and students.
- Safe drinking water facility is provided in the college campus.
- There is recreational space for staff with T.V., computer with internet facility, newspaper and indoor game facilities.
- There is one auditorium which is utilized for conducting meetings, seminars, workshops, conferences and various competitions.
- There are two girls common rooms in the college – one in the Arts block and another in science block.

Library as a Learning Resource

Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the college has a Library Advisory Committee consisting of teaching and non-teaching members of the staff.

Composition of Library Advisory Committee

- Principal
- Smt.M.Patra,Reader in Odia
- Sri.D.M.Singh,Dept. of Odia
- Smt.S.Nayak,Dept. of Pol.SC
- Smt.S.Hansdah,Dept. of Physics
- Sri Bibekananda Rout (Asstt.Librarian)

The committee has taken the following initiatives:

- The committee formulates development plans and recommends facilities for implementation
- The committee gives guidelines for the procurement and optimum use of books and journals.
- Maintenance of Visitors Book to record the number of both faculty and students walk-ins
- Library automation is going on
- Question bank and Syllabus are provided on demand
- Complaint cum suggestion box is installed
- Newspaper clippings are displayed to create awareness among students
- Provision of reprographic system
- Internet and wi-fi facility
- New arrivals are displayed on the board

Provide details of the following:

- Total area of the library (in Sq. Mts.).
- Total seating capacity.
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation).
- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources).
- Total area of the library – 202.8 sq. mts.
- Total seating capacity – 60
- Working hours – 9 A.M. to 5 P.M. on all working day.

How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Each faculty member suggests the titles of books and journals needed for study and teaching. This is forwarded to the Heads of the Department. The library procures these after cross checking with the availability of these in the library. In case copies are

available but are not sufficient or not of the latest edition, procurement is done in consultation with the concerned faculty through open quotation following the standard of purchase practices of the Govt.

Amount spent on books and journals from 2013-14 to 2016-17

Library Holding	Year 2013-2014		Year 2014-2015		Year 2015-2016		Year 2016-2017	
	No.	Cost	No.	Cost	No.	Cost	No.	Cost
Text Books	210	Rs.84,750/-	46	Rs. 15000/-	60	Rs. 20000/-	235	Rs. 5,67,277
Reference Book	185		30		13		905	
Journals/Periodicals								
e-resources	NIL	NIL	NIL	NIL	NIL	NIL		
Any others News paper	NIL	NIL	NIL	NIL	NIL	NIL		

Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC	Nil
Electronic Resource Management package for e-journals	Nil
Federated searching tools to search articles in multiple databases	Nil
Library Website	Nil
In-house/remote access to e-publications	Nil
Library automation	On the process
Total number of computers for public access	02
Total numbers of printers for public access	02
Internet band width/ speed 2mbps 10 mbps 1 gb (GB)	2mbps,10mbps,1gb
Institutional Repository	NIL
Content management system for e-learning	Nil
Participation in Resource sharing networks/consortia (like Inflibnet):	Nil

Provide details on the following items:

Average number of walk-ins	50-70
Average number of books issued/returned -	50-70
Ratio of library books to students enrolled	14.58
Average number of books added during last three years	208
Average number of login to opac (OPAC)	Nil
Average number of login to e-resources	Nil
Average number of e-resources downloaded/printed	Nil
Number of information literacy trainings organized	Nil
Details of "weeding out" of books and other materials	<u>3219</u>

Give details of the specialized services provided by the library

Manuscripts -	Nil
Reference	Books issued to students and faculties
Reprography	Photocopier and Scan
ILL (Inter Library Loan Service)	Nil
Information deployment and notification	Nil
Download	Syllabus, study material
Printing	Yes
Reading list/ Bibliography compilation	NIL
In-house/remote access to e-resources	NIL
User Orientation and awareness	NIL
Assistance in searching Databases	NIL
INFLIBNET/IUC facilities	Nil

Enumerate on the support provided by the Library staff to the students and teachers of the college.

- Guiding the students who are to appear in competitive examinations and motivating them to participate in quiz, essay, debate competitions etc.
- The library takes the help of newspaper clipping service to make them aware of the happenings around them.
- The new arrival display service help the staff and students to know the books added in a particular subject.
- The Librarian and his support staff help the students and the teachers in finding and issuing books from the library.

What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- The library staff helps them to find books and journals. They are also given top priority while issuing reference books.
- Wheel-chair facility is provided to physically challenged students.

Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, there is feedback system to improve the functioning of library. Feedback is collected through-

- Suggestion cum complaint box
- Feedback gathered from faculty and students are analyzed and discussed in the library committee meeting
- Effective decisions are implemented to improve the services of the library and make it more user-friendly.
- Interactive session of Library Advisory Committee with students to evaluate the specialized services and to find out corrective initiative

IT Infrastructure

Give details on the computing facility available (hardware and software) at the institution.

Available computing facilities:

Number of computers with configuration	53 computers
Configuration	Quantity
1.Intel Core-i5 3.2GHz, INTEL MOTHER BOARD, 4GB DDR3RAM, 500GB HDD,22" LED COLOUR MONITOR	11
2.Intel Dual core 2.6GHz, INTEL MOTHER BOARD, 1GB DDR-3RAM, 500 GB HDD,17" TFT COLOUR MONITOR	14 27
Computer-student ratio	1:1 for computer science (hons) subject
Stand alone facilities:	

a) Digital library	3 systems
b) College office	one system
c) IT Lab	36 systems
d) English language laboratory	3 (Fax, Inverter and Generator)
LAN facility:	All computers are connected through LAN
Licensed software	
Operating system:	DOS, Windows 7, SCO Unix with 25 Users License, Novell Netware 4.2, Windows 2000 Server with 5 users license, Windows xp, Linux
Application software:	Oracle or SQL, MS-Office, Visual C++, Java, Apache tomcat
Antivirus:	Macafee Antivirus
Database:	Oracle 10g with 5 users license- 2 sets, Oracle for Netware
Open source	Java 6, Eclipse, My SQL
Office packages:	MS Office, Star Office, Open Office
Others: The institution has its own website.	Campus Office Management package, Campus Logic Launch Library Automation, Skill mate Language Lab package.
Number of nodes/ computers with Internet facility:	All computers with internet facility

Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Campus based facilities:

Faculty members and students are availing computer and internet facilities within the campus on all working days. Some of the departments are provided with desktops/laptops for use by students and staff for the subject based assignment. Besides this, there are desktops in Examination Section, College Office, Accounts Section, Staff Common Room, Principal's Chamber and in College Library.

What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- The college has wi-fi facilities in the campus.

- The college has opened computer science as an Honours subject. The institution also plans for the full computerization of library and office.
- All departments are to be provided with computers, all the teachers are to be fully trained in ICT. The college intends to upgrade the PCs with latest configuration available in the market.
- Deployment and upgradation strategies go in line with the number of students admitted to computer related courses.
- The college plans to have a central computing facility and a resource center in library

Provide details on the provision made in the annual budget for procurement, up-gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

Since the college is funded by Govt., the college has no annual budget for the purpose. However, the college makes the effective utilization of College Development Fund, Govt. Grant, UGC Fund for the purpose of upgradation, procurement, deployment and maintenance of the computers.

How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- The institution facilitates extensive use of ICT resources by the use of computer, audio visual aids, teaching with LCD projectors, Electronic board and Interactive Board.
- The students are encouraged to present their seminar papers, project works through power point presentation. Uninterrupted power supply facility is available inside the campus.
- Various programs are organized from time to time within the campus, in which know-how of computers and working of all peripherals like printer, scanner, multimedia etc. is provided.
- Provision of training on use of ICT facilities to staff members.

Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching -learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the Centre of teaching-learning process and render the role of a facilitator for the teacher

- The institution understands that the role of a teacher is that of a facilitator. The focus of teaching learning process has undergone a metamorphosis from teacher centric to learner centric.
- To place the students at the center of teaching-learning process, the college deploys technological facilities like the use of internet and computers as learning resources.
- The college makes effective use of language laboratory to develop the communication and soft skills of students.
- The college is having an ICT enabled classroom (Smart classroom) where the faculty members and students use IT enabled teaching/ learning process.
- The institution provides computer aided training to its staff.

Does the Institution avail of the National Knowledge Network Connectivity directly or through the affiliating university? If so, what are the services availed of?

NO, the institution does not avail itself of the National Knowledge Network connectivity directly or through the affiliating university.

Maintenance of Campus Facilities

How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

- Since the college is a Govt. institution, the maintenance and upkeep of the physical infrastructure alongwith the roads are done by the PWD(R & B), of Govt. of Odisha.
- The technological infrastructure like computers(hardware and software) is maintained by the college.
- The heads of the departments prepare the proposals as per the requirements of their respective departments.

- As per the requirements, the college sanctions funds out of Govt. grants to different departments for maintenance and upkeep of furniture, equipment etc. Besides, the Laboratory equipments are also maintained through College Development Fund and UGC grants.
- Software problems are taken care of by the faculty of Computer Science and lab staff

Details of the budget allocated during the last four years

Sl.No		2011-12	2012-13	2013-14	2014-15	2015-16
1.	Building	2557000	3645450	2032000	1421000	3082000
2.	Furniture	1051796			200000	3000000
3.	Equipment	32000	32000	259800	2500000	3000000
4.	Computers	135770			468031	2000000
5.	Vehicles	-	-	-	-	-
6.	Any other	-	-	-	68750	-

The institution itself maintains the record for the upkeep of the infrastructure and equipment

What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- The engineers of (PWD),PHD/PHED/GED look after the maintenance and repair of buildings, roads, waterlines, electrical equipments and installations and other support services.
- The college on the basis of the perspective plan, proposes the infrastructural augmentation needs to the concerned authorities.
- Besides this every year annual stock verification is done by the officers of the college.
- There is a committee in the college which oversees the general maintenance and upkeep of the infrastructure.
- Funds from UGC development funds are utilized for the maintenance of equipments.

How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

- Calibration of equipments and instruments are done as and when necessary.

What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- The college has funds for the maintenance of sensitive equipments like stabilizer, inverter, UPS, gen-set etc.
- Water supply to the college is provided by the municipality and PHED.
- Underground water reservoir/over head tank facility is provided for continuous supply of water.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to add

- Optimum use of infrastructure through extended college hours and full utilization of laboratories by dividing the students into small groups to ensure individual usage
- Proposal has been initiated for construction of deep bore-well for uninterrupted water supply during summer.
- A three-storied hostel building having the capacity of accommodating 300 students is being built up.
- Renovation of auditorium is planned.
- INFLIBNET facility is in the offing.
- Sports infrastructure needs to be developed.

CRITERION-V STUDENTS' SUPPORT AND PROGRESSION

Student Mentoring and Support

Students' development and progression is the foremost objective of all activities carried out in the College.

- (i) Guidance in academic as well as personal matters is provided to students through the system of mentoring.
- (ii) An extensive orientation programme is organized to welcome new students and introduce them to the ethos and values of the college. They are oriented about the admission, examination and library rules and how to avail different facilities in the college. In addition to these each department conducts an orientation programme for its first year students.

5.1.1. Does the institution publish its updated prospectus/handbook annually? If „yes“, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its updated prospectus annually in the shape of an admission prospectus and college calendar. It is a comprehensive document that provides a complete profile of detailed information to students regarding the college crest, brief history of the college general information about the college, our mission, our vision, courses available, faculty members, admission process and college dues, succession list of Principals, provision for scholarships and financial aids, college rules, college examination rules, standing instruction, library rules, college hostels, National Service scheme, Red Cross Society, proctorial system, college societies, concession rules, co-curricular and extracurricular activities, academic calendar and list of holidays etc. All the information relating to the college are also made available in the college website www.gwckeonjhar.in.

Commitment and accountability

The institute functions as per the rules and regulations communicated through the college calendar. In consonance with the vision and mission envisioned, the institution aims at the holistic growth of the students combining a commitment to teaching excellence with extensive sports and cultural activities. The combination of excellent facilities and facilitators ensures that this commitment is honoured. In

addition to this, it assesses the institutional functioning by collecting feedback from the students and parents, keeps the institution accountable and on the track. The college conducts its annual proctorial activities through which the parents are communicated about the achievements and lacunae of their wards by SMS.

The institution has constituted several committees/cells like the attendance committee, anti-ragging committee, research and development committee, residential committee, purchase committee, development/planning committee, student's grievances redressal cell, sexual harassment redressal cell, IQAC, career counselling cell etc. to look into any matter of concern brought in by the students. Structurally each cell/ committee consists of some faculty members and functionally monitor and act for the welfare and support of the students. In case of any grievance, the students have access to approach the members of the grievance cell or the principal directly. Students can also obtain their required information from the college through Right to Information. Besides, students are academically mentored and counseled by the faculty members in seminars, preparation of their project reports and by personal interactions.

Specify the type, number and amount of institutional scholarships/ free- ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college is ever-ready to boost the performance of the gifted students and help the disadvantaged through scholarships and financial Aids. The financial aid is available and effectively disbursed in time. The scholarships and freeships given in the last four years were as follows:-

Year/session	Type of scholarship	Total No. of Students	Category	Total amount
2011-12	PMS	87	SC, ST & SEBC/OBC	349176
2012-13	PMS	121	SC, ST & SEBC/OBC	625754
2013-14	PMS	145	SC, ST & SEBC/OBC	610327
2014-15	PMS	222	SC, ST & SEBC/OBC	1044100
2015-16	PMS	345	SC, ST & SEBC/OBC	1554176

In addition to this, the college has the provision of providing a number of scholarships and stipends instituted by government and other agencies such as:

- Junior college merit scholarship
- Senior college merit scholarship
- National Scholarship to the children of primary and secondary school teachers
- Hindi scholarship
- Stipend to the children of freedom fighters
- Orthopedically handicap scholarship (State Government)
- Orthopedically handicap scholarship (Govt. of India)
- National loan scholarship
- Mine scholarship
- Postal scholarship
- LIC Scholarship
- Post metric scholarship

What percentage of students receives financial assistance from state Government, central government and other national agencies?

Financial assistance from state Government:-

Year	Type of scholarship	Total No of Students	No. of Students Receiving Scholarship/ Financial Assistance	Category	Percentage
2011-12	PMS	360	87	SC, ST & SEBC/OBC	24.16%
2012-13	PMS	360	121	SC, ST & SEBC/OBC	33.61%
2013-14	PMS	368	145	SC, ST & SEBC/OBC	39.40%
2014-15	PMS	470	222	SC, ST & SEBC/OBC	47.23%
2015-16	PMS	796	345	SC, ST & SEBC/OBC	43.34

What are the specific support services/facilities available for

- **Students from SC/ST, OBC and economically weaker sections**
- **Students with physical disabilities**
- **Overseas students**
- **Students to participate in various competitions/National and International**
- **Medical assistance to students: health centre, health insurance etc.**
- **Organizing coaching classes for competitive exams**
- **Skill development (spoken English, computer literacy, etc.,)**
- **Support for “slow learners”**
- **Exposures of students to other institutions of higher learning/ corporate/business house etc.**
- **Publication of student magazines**

Facilities/ Support for students from SC/ ST, OBC and economically weaker sections:

The institution strictly follows the provision of the constitution on reservation for SC & ST students and has constituted an Admission Committee to eliminate all kinds of discrimination, based on religion, caste, creed, class, region or language.

The institution is constantly engaged in prodding the students towards successful completion of their courses without any discrimination. In pursuance of this aim, the college extends several kinds of support services and facilities to students from SC/ST, OBC and EW sections. The different kinds of support services and facilities provided by the institution are as follows:

Reservation in admission is provided.

- Stipend/ Post matric Scholarship for all SC/ST students.
- Remedial coaching.
- Spoken English classes for skill development.
- Reservation of seats for SC/ST students” hostel .
- Special remedial classes for ST/SC students funded through Equal Opportunity Centre.
- Enhanced amount of Stipends for the inmates of the hostels.
- Peer learning is encouraged.

Students with physical disabilities:

The College safeguards the right of education for physically disabled students. The following services are provided by the institution for them.

- Remedial classes and extra classes are taken and guidance is given.
- Priority in hostel seat allotment, waiver of tuition fee and admission fee and provision of support staff and address individual needs
- Special seating plan during the examination.
- Use of appropriate teaching learning aid if need so arise.
- Classes are confined to the ground floor for differently abled students.
- Infrastructure development with ramp facility and wheel chair facility for enabling accessibility.
- Separate seat arrangement in the reading room and in the College library.

Overseas students:

No overseas students are enrolled for last four years in this institution.

Students to participate in various competition / National and International:

Participation in competitive events is strongly encouraged for building self confidence and drive for achievement. Talent search week is organized through a string of events like

- Literary activities such as debate, quiz, creative writing, group discussion and. Personality development programmes etc.
- Dance and music competition such as record dance, group dance, classical dance, light song etc..
- Fine Arts, Spot painting, Jhuti Competition.

Objective:-

- To provide opportunity to the participating students to be creative and use their creative talent in nation building activities.
- To help facilitate the students through activity based programme to explore their inherent mettle.
- To promote cultural regeneration by emphasizing upon our culture.
- To foster an atmosphere of friendship among the students.

- To highlight the originality of folk dance.
- Information about different forthcoming events and competition at the college, Universities, States and National level are displayed on the college notice board.
- The annual athletic meet provides students the opportunity to participate in various competitions .
- The literary society also encourages and provides scope for the students to participate in various competitions and literary activities organized outside the College.
- Computer with internet facility for providing enabling environment.
- Wi-Fi system in the college is in operation.
- A cultural exchange has been initiated between D.D. College, and Swami Vivekananda Kendra/institution whereby students of each institution participate in competition organized by each partner college/institution.

Medical Assistance and Health Care

- The College is equipped with a first aid kit at different strategic points to resolve minor medical problems of the students.
- The Youth Red Cross Unit provides first aid treatment to the sick students in emergency.
- Proper drinking water is provided at convenient locations in the college campus.
- Sick room arrangement is made for sick students during examination.
- The college has entered into an agreement with the local hospital Keonjhar health point under which a doctor from the hospital visits the college in emergency for the medical treatment of the students. The partnering Hospital also arranges health check up camp at regular intervals.
- The students and hostel boarders are taken to the nearby hospital whenever the need arises.
- Periodical medical checkup of the students are also being organized in collaboration with Keonjhar Health Point by the college NSS wing and Youth Red Cross Unit from time to time.
- All students are covered under the Group Insurance Scheme with New India Assurance Company.

- Superintendent and Assistant Superintendent of both hostels as well as faculty members of Home Science department regularly supervise the quality of meals provided to the boarders and hygienic condition of hostels for better health.

Organizing coaching classes for competitive exams

- The institution provides training and guidance by equipping the students to face different competitive exam etc. by the faculty members of different departments.
- The placement cell of the college encourages/motivates the students to participate in the placement drives organized by other institutions in the locality.
- The college also invites professionals from the industrial sector/ companies, banking sectors, management bodies through seminars and workshops to guide the students about different career opportunities.
- Career coaching classes are taken.
- Competitive books & magazines facility is provided.
- Computer with net facility is provided for surfing various career opportunities and for online coaching.

Skill Development (Spoken English, Computer Literacy etc.)

- The English Department takes care of the language development and improvement of communication skills of the students. Courses/programmes like Communication Skills, Computer Fundamentals and Internet Applications etc. are offered.
- The language laboratory provides audio-visual aids and techniques to the students to improve their communication skills and develop body language.
- The placement cell of the college organizes personality development programmes to improve the leadership qualities, interview skills and soft skills of the students.
- The institution has a tie-up with the Department of Labour and Employment to provide opportunities to the students for skill development when approached.

Support for “slow learners”:

Faculty members are encouraged to take extra classes in order to enable the slow learners to compete with other students. Apart from that, remedial classes are organized for them. Their special needs such as further clarification and additional academic support etc. are provided by the faculty members beyond their class hours. Besides this, the following services are also provided to them:

- Peer learning is encouraged.
- Meritorious students are asked to help the slow learners after class hours to cope up.
- Their daily homework is checked to monitor their progress.
- They are suggested to take coaching from specialists in the field.
- They are referred to the counseling centers which diagnose their problem and suggest psychological steps especially in cases of acute stress, depression and low self-esteem etc.
- Simplified versions of books are recommended to them.
- Special tests are conducted for them.
- Power Point presentations are resorted to give a clear idea on the subject.
- Extra-mural lectures are delivered for creating interest in studies.
- Yoga classes are organized.

Exposure of students to other institutions of higher learning/Corporate business houses etc.

- Industrial visits are arranged to Caning centers, Bio-gas plants, Media export houses, Trade Fairs, houses to expose the students to the business environment.
- Discussions with managers of various financial institutions and corporations are arranged to inspire and enlighten the students.
- Students are provided with study tours to different lead colleges by which they get chance to exchange their ideas on different subjects.

Publication of student magazines

- The college annually publishes a magazine for students called “BIJAYALAXMI”. It is an ideal platform for students to realize their creative potential and hone their writing skills. All the students are provided with the hard copies of the published magazine every year.
- The students bring out a wall magazine called „NIRJHARINI“ which comprises general articles as well as articles relating to the latest developments in Science, Arts news and other events.
- The entire activity of collecting the articles, editing, designing and publishing the magazine is done by an editorial board constituted with students representative.

Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- Experts from different organizations like banking sector, insurance sector and management colleges are invited to create awareness among the students towards the new openings in job market.
- For the personality development of the students soft skill development classes are conducted.
- The college has opened a placement cell for the students. Students also attend guest lectures, seminars and workshops conducted by the college to improve and nurture their entrepreneurial skills.
- Tailoring, stitching and craft work are taught to students by Home Science Department. B.Com. students are taught to file income tax returns which include preparing balance sheet and profit and loss account, value added tax (VAT) forms, Tax deducted at Sources (TDS) returns, Service Tax Return filing, Excise Forms, BA (Economics) are taught about theory and practices of banking, Finance intermedium mutual funds, SEBI, Stock Exchanges.
- Students are encouraged to participate in various exhibitions to facilitate entrepreneurial skills of the students. For instance during Rakhi Festival, the NSS unit designed Rakhis for sale.

Impact of these efforts:

- Some students set up their stalls selling a variety of products and in the process they learn how to manage finances and develop their skills of dealing with customers.
- Some have been employed in public and private sector as anchors, journalists, lecturers, teachers, receptionists, chef, interior designers, stitching masters etc.
- Some students have ventured out to set up their boutiques etc.
- Skill enhancement opportunities provided by the college paved their way for higher education in prestigious institutes inside state and nation.
- Professionalism has been instilled in them by organizing exhibitions, study tours/ camps by Botany and Zoology departments.

Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- **Additional academic support, flexibility in examinations**
- **Special dietary requirement, sport uniform and materials**
- **Any other**

- **Policies and strategies of the institution:**

The College has different Societies/ Associations and units under the advisory board and the students representation which prepares plans for students participation in co curricular and extracurricular activities throughout the year to encourage students" participation in various co-curricular and extra-curricular activities.

All the societies and associations are open to every student of the college and functions in a democratic manner.

- **Certification and Felicitation:**

Large numbers of prizes and certificates, mementoes are distributed to the winners of various competitions held throughout the year while observing various important days and on college Annual Day celebration to motivate them to achieve

excellence in their areas of interests.

- **Additional academic support, flexibility in examination:**

In case of students who regularly participate in various extra-curricular and co-curricular activities inside and outside the college, are provided with the following additional academic support and flexibility in examination:

- Exemption from the class test
- Relaxation of attendance and submission of their assignment
- Special tests are conducted
- Extra assistance and time for special classes for submitting their assignments.
- The entry fees for university, state level competitions are paid by the college on behalf of students

- **Special Dietary requirements: Sports uniform and material**

- Whenever students participate in sports activities, dietary supplements, like glucose, orange, fruits, biscuits, horlicks are provided to the participants.
- All sports materials such as balls, cork, racquet, javelin, discuss, hurdles and all other accessories and equipments are provided as and when required by the students to boost their morals.
- Sports persons who participate in National or State level games and sports are provided with uniform carrying college name and logo.
- The college is equipped to provide first aids to students who may injure themselves in the sports field by the Red Cross society.
- A medical team is invited to the college on the sports day to meet the sudden medical necessities of the students.

□ **Sports uniform and materials:**

Sl. No.	Material
1	Ring ball
2	Flying disk

3	Cricket Kit (Bat, Pad, Ball, Stumps, Helmet...)
4	Football, Net
5	Volley Ball Net
6	Badminton Racket ,Shuttle
7	Carrom Board, Boric powder
8	Shot-Put
9	Discus
10	Chess
11	Javelin
12	Multi-Purpose Gym-Instruments
13	Table Tennis-bat, ball
14	Track-Suit
15	Well equipped multi-gym
16	Gersey
17	Sports shoes

□ **Any other:**

- Weightage in admission to outstanding sports persons.
- Financial support to participate in University athletic meets.
- Weightage in admission to hostel.
- Certification and felicitation to the winners on Annual Day, Annual Athletic meet and other function.

Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defence, Civil Services, etc.

- The college offers courses up to graduation level. Therefore coaching for NET, SLET etc. is not applicable to the institution. However some of the students have appeared in the state level services and are successful . The detail success list is not available.
- Special Communicative English classes are held during Sundays from 3pm to 5pm for interested students.
- Group Discussion/Personalized Instruction classes are organized regularly on Sundays and holidays by the Career Counseling Cell with the help of faculty members and invited resource persons.

- Remedial/ Carrier coaching classes are held for the benefit of the SC/ST students.
- Competitive books, employment newspapers, magazines are subscribed for the student

What type of counseling services are made available to the students (academic, personal, career, psycho-social etc

The following counseling services are provided to the students by the institution.

Academic counseling:

The mentors provide academic counseling on the following quotes:

- Meeting the students of allotted group at regular intervals.
- Counseling the students regarding personal or academic activities.
- Keeping record of their achievements and lapses and informing the parents.
- Informing the parents in case of a student securing very low marks/ remaining absent in the classes continuously for a long period/ any breach of rule.
- Monitoring the activities of the students and report to the authorities in case of violation of college rules.

Career counseling:

- The Career Counseling Cell of the college organizes periodical counseling classes on carrier prospectus on contemporary times. It also invites requisite personnel/ resource persons to advise and guide students.
- One to one counseling session about course, admission, soft skills are conducted by qualified counselors.

Personal and Psychosocial counseling:

- The teachers are always available to help the students in resolving their personal and psychosocial problems. The students who need psychological counselling are directed to the trained counselors/ counseling centre through their parents. Psychiatrist, psychologists, social workers are also invited to the college on different occasions to guide the students and to motivate to become better citizens and to stand upright for the social cause.

Does the institution have a structured mechanism for career guidance and placement of its students? If „yes“, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmers).

Yes, the institution has a structured mechanism for career guidance and placement of its students in the form of the Career Counseling Cell, Placement Cell and Admission Committee.

- The career counseling cell and placement cell organize lectures for the students about career opportunities, planning and guidance.
- The members of the cell guide the students to take up the career in the area of their interest.
- The students are informed regarding vacancies offered by the government and other agencies. The copies of the advertisements are put up in the notice board for information.
- The students are informed about the structure and examination pattern in different competitive examinations.
- The institution provides soft skills for personality development, development of communication skill.
- The students are guided and directed regarding the choice of stream/subjects and choice of honours subject before the admission.

Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the institution has a student Grievance Redressal Cell headed by one senior faculty member.

- The Grievance Redressal Cell addresses the complain of the students relating to the academic and infrastructural problems concerning student facilities and activities.
- The students drop their written grievances in the suggestion/complain box, placed in front of the office.
- They share their grievance with their concerned HODs and have also direct access to put forth their grievances before the Principal to take action accordingly.

Year	Grievance Reported	Redressal Measure
2012-13	Additional classrooms for Home Science department, Leveling of the Playground Regular toilet cleaning	Additional classrooms are provided for Home Science department PWD Executive Engineer was moved and playground is renovated. One lady sweeper has been engaged for this purpose
2013-14	Demand for a separate Girls Common Room Opening of Hons in English, odia, History, Pol. Science and Education Grievance related to exam matter, non-publication of result, re-addition and rectification of printing errors etc. Opening of Science	Has been allotted Applied for opening of Hons and received the permission Suggestions for the solution of these problems have been communicated to the University. Permission from Govt. to open Science is accorded.
2014-15	Electrification of Science Block, Opening of Hons in Physics, Chemistry, Botany and Zoology Drainage system, Renovation of dining room in Hostel Appointment of Guest Faculty, Opening of Computer Science on Self financing mode Cleaning of corridors and Girls Common Room Drinking water facility.	Electrification of Science Block done, University accorded permission Drainage system constructed, Guest lecturers are appointed, Computer Science on Self financing Mode is opened Along with the special attention for this purpose, a number of dustbins have been provided in both the corridor and near the girls common room opened Safe drinking water facility is provided.
2015-16	Opening of Honours in different subjects Utensil in hostels. Construction of cycle stand Demand for Cricket Kits Demand for Question	Honours in different subjects have been opened, Utensil in hostels has been provided Cycle stand has been constructed Budget is passed for purchase of Cricket Kits Question Bank has been created and kept in College Library

	Bank Increasing the height of boundary wall Opening of second unit of NSS Unit Opening of Commerce Strengthening security of Women"s hostel Opening of Geology (Hons), Sociology and Sanskrit (Hons) Opening of Geology laboratory To make the Campus Wi-fi	Applied and received permission CCTV camera installed for 24 hours surveillance Permission received from the Govt. and affiliation is sought from the Govt. Geology lab operationalised BSNL has been moved for the purpose
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what are the institutional provisions for resolving issues pertaining to sexual harassment?

An Anti-Sexual Harassment Cell has been established in the institution to provide a congenial atmosphere to the students. The functions of the Anti- Sexual Harassment cell are:

- To register complaint of the students pertaining to sexual harassment.
- To inquire into cases of harassment.
- To provide counseling to students regarding legal rights and laws of protection from sexual harassment through lectures and seminars.
- To visit hostels during evening hour to counsel and assuage the feelings of insecurity of the borders.
- Not a single case of sexual harassment has been registered in the college during the last five years.

Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, there is an anti-ragging committee in the college headed by a senior faculty member which remains vigilant during college hours, particularly at the beginning of the academic session.

The Anti-Ragging Committee functions to counsel the students regarding the legal outcome of ragging.

Not a single case of ragging has been reported during the last five years

Enumerate the welfare schemes made available to students by the institution.
Student counseling support:

- Counseling support is available for the students, right from the time they are admitted to the college on academic, career, personal and psycho-social matters.
- Exemption from admission fees and examination fees for physically handicapped students.
- Scholarship and financial assistance are provided to the students.
- Grievance redressal cell Anti ragging committee and Anti Sexual Harassment cell are functioning for the greater benefit of the students.
- The institution provides hostel facilities for the needy students and reservation of seats for the SC/ST students in hostels.
- Safe Cold drinking water facility is made available for the students.
- Self defence training is provided to students.
- Provision of student Aid Fund, SSG for the poor students.
- Bus/Train travel concessions are provided as and when demanded.
- Group insurance facility is provided.

Does the institution have a registered Alumni Association? If „yes“, what are its activities and major contributions for institutional, academic and Infrastructure development?

The institution has an Alumni association and the Alumni association meets at regular intervals and discusses on the activities and achievements of the college. The association takes feedback on the curricular, co-curricular, infrastructural and other aspects of the institution with valuable suggestions for improvement . As per the suggestion of the association recently some new programmes are opened in the College. They extended their support for construction of new buildings/ extension of building, drainage system in the college in consultation with PWD department. Some members of Alumni are now teachers of the College.

Student Progression

Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

Given below is the percentage of student progressing to higher education or employment (for the last four batches):

Student Progressing (for the last four batches)					
Progressing to					
Year	Higher Education UG to PG	PG to M. Phil.	PG to Ph.D.	Employment	%
12-13	NA	NA	NA	NA	
13-14	NA	NA	NA	NA	
14-15	NA	NA	NA	NA	
15-16	NA	NA	NA	NA	

Provide details of the programme wise pass percentage and completion rate for the last four years (course wise/batch wise as stipulated by the university)?
Furnish programme wise details in comparison with that of the previous Performance of the same institution and that of the Colleges of the affiliating University within the city/district.

Year	Stream	No. of Students enrolled	No. of Students Appeared	No. of Students Passed	Percentage of student passed	% of students in KM Women"s College
12-13	Arts	114	114	84	73.68	
	Science					
	Commerce					
13-14	Arts	123	123	105	85.36	
	Science					
	Commerce					
14-15	Arts	108	108	87	80.55	
	Science					
	Commerce					
15-16	Arts	95	95	54	56.84	55.14
	Science					
	Commerce					

How does the institution facilitate student progression to higher level of Education and/or towards employment?

The institution facilitates student progression to higher level of education and employment through:

- Spoken English classes.
- Group Discussion and power point presentation.
- Remedial classes.
- Career counseling and guidance.
- Display of notification of admission to premier institution and different competitive examination on the notice board.
- Provision of classes on computer fundamentals, communication skills and internet use etc.

Enumerate the special support provided to students who are at risk of failure and drop out?

The institution provides special supports to the students and makes efforts to minimize the rate of failure and dropout by the following measures:

- Special remedial classes.
- Counseling through mentors.
- Counseling to parents through Parent-Teacher Meeting.
- Information to parents about shortage in attendance and poor performance of their words.
- Individual attention by subject teacher.
- Providing printed hand outs.
- Conducting two House tests, unit tests, and class tests to enable the students to clear the conditions laid down by the university.
- Issuing books from the library and questions from the questions bank.

Student Participation and Activities

The college always endeavors its best to provide opportunities and encouragement to students for participation in college, district, state and national level games and sports. To facilitate growth and chisel the overall personality of promising enthusiasts, the institution makes colossal endeavor ceaselessly by providing exquisite facilities and basic amenities, to deserving students.

The college has different societies, associations and units which work throughout the year under the guidance and leadership of a faculty member as advisor and associate advisors and organize various activities to encourage students' participation in various co-curricular and extra-curricular activities.

- Students' Union
- Dramatic Society
- Athletic Association
- Social service Guild
- Humanities society
- Day Scholars Association
- Literary Society
- Science Society
- Commerce Society
- N.S.S. Unit
- Red Cross Unit/ Red Ribbon Club

List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The Athletic society conducts the following competitions:

- All regular sports on the Annual Athletic day
- Kabbadi competitions (Inter class & Intra class)
- Badminton (Inter class & Intra class)
- Chess (Inter class & Intra class)
- Sports and games: Indoor: Table tennis/ Badminton/ Chess/ Carrom

- Outdoor: Kabbadi/ Kho-Kho/ Football/Track and field events
- Athletics: Track and field events
- Self defence training programme

The Literary society publishes one Annual Magazine named “Bijayalaxmi” and a quarterly wall magazine named “Nirjharini”

The Literary society organizes the following competitions

- Essay (Odia, English, Hindi)
- Debate (Odia, English, Hindi)
- Recitation (Odia, English, Hindi)
- Quiz (subject wise quizzes and mock interviews)
- Poster/ Slogan (group discussion, seminars) etc.

The Dramatic society organizes the following competitions:

- Inter class and Inter-disciplinary one act play
- Inter class and Inter-disciplinary Song competitions (Solo & Group)
- Inter class and Inter-disciplinary Dance competitions (Solo & Group)
- Fancy Dress competition
- Alpana/ Rangoli/ Flower arrangement/ Salad dressing competitions
- Hair dressing/ Mehendi/ Draping competitions etc.

Besides this, the dramatic society conducts an Annual Drama for the students and provides them the scope of participation to explore their creativity in the field of acting.

The Science society conducts various competitions such as:

- Science Quiz/ Health Quiz
- Power Point presentation
- Display of models
- Poster/ pamphlets relating to environment

The Commerce Society plans to organize various extra-curricular activities among the students of commerce stream like essay, debate, quiz competition etc.

The college NSS unit and Red Cross Society organize meetings/ Seminars/ Workshops on relevant burning issues such as: Women's Rights, Rights of the Girl child, AIDS, Female foeticide, Dowry torture, Sexual Abuse of Women etc. to create awareness and inculcate moral values among the girls.

The college celebrates important days throughout the year through different societies and units of the institutions such as:

- National Youth Day
- International Women's Day
- National Science Day
- National Education Day
- Teacher's day
- World Environment Day
- World Literacy Day
- National Unity Day
- Voter's Day
- NSS Day
- World Human's Rights Day
- Girl Child Day
- Road Safety Week
- Odiya Bhasa Diwas
- Sadbhabana Diwas etc.
- Swatcha Bharat Diwas

Furnish the details of major student achievements in co-curricular, Extracurricular and cultural activities at different levels: University/ State/ Zonal/ National/ International, etc. for the previous four years.

Throughout the year, students are sponsored to participate in various cultural, literary and athletic activities and competitions organized at different levels by the District Administration, Local Organizations and nearby Institutions, University and State.

Major students Achievements:

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2014-15	N.O.U. Sports Council	1500 meter race	2 nd	Heera Majhi +3 1 st year Arts
	N.O.U. Sports Council	800 meter race	2 nd	Do
	N.O.U. Sports Council	High Jump	1 st	Do
	District Athletic Association	3000 meter race	1 st	Do
	District Athletic Association	Discuss throw	2 nd	Ankita Behera
2015-16	N.O.U. Sports Council	800 meter race	1 st	Heera Majhi +3 2 nd year Arts
	N.O.U. Sports Council	Inter College Athletic Meet held at Jashipur, Keonjhar	Champion	Do
	N.O.U. Sports Council	1500 Meter race	1 st	Do
	Rajiv Gandhi Khel Abhiyan State Level Womens Competition	8000 meter race	2 nd	Do
	Mayurbhanj Mini Marathon organized by dist. Admn. And Mayurbhanj Athletic Association	,Marathon race	3 rd	Do
	Biju Pattanaik Mini Marathon State Level Women Sports Competition at Kalinga Stadium Bbsr, Dept. of Sports ant Youth Services Govt. of Odisha	Marathon race	6 th	Do
2015-16	National Level Women sports committee held at Jammu Kashmir	800 MT race	6 th	Heera Majhi
2015-16	Dept. of higher Education Govt. of Odisha	Training programme for Self defence	Master trainer	Do

2015-16	N.O.U. Sports Council	Inter College Athletic Meet held at Jashipur, Keonjhar	Awarded for Participation	Priyanka Sharma
	Dist. Annual Athletic Association meet, Keonjhar (Regn. No. 1278/284 of 1963-64)	High Jump	3 rd	Moina Tudu
	Dist. Annual Athletic Association meet, Keonjhar Do	400 meter race 400 Mt race Women	3 rd 2 nd	Jamuna Giri Rupi jayanti Naik
	Dist. Annual Athletic Association meet, Keonjhar	High Jump	2 nd	Tusu Janka
	Dist. Annual Athletic Association meet, Keonjhar	400 meter race	2 nd	Do
	Dist. Annual Athletic Association meet, Keonjhar	400 meter race	1 st	Sonali Prusty
	Dist. Annual Athletic Association meet, Keonjhar	200 meter race	3 rd	Anjana Naik

Student"s participation in literary and cultural activities:

Sl. No	Name of the organizer	Letter No. and Date	Name of the competition	Name of the participants	Position
1	Cultural Programme of Maa Rankipat Vhairabi Pala Committee, Ranki, Keonjhar	2010	Song	Nalini Patra, +3 IInd Year Arts	Awarded
2	Cuttack Mahotsav National Dance & Music festival	2010	Odishi Dance	Subhasmita Arpita Behera	First
3	Dist Art & Culture Association BBSr	2011	Certificate for participation in Dist level Function	Manini Jena	
4	State level National Integration Camp	2013 23d Nov to 27 th Nov 2013	Participated	Henarani Jena	
5	Jagatpur Mohatsav, 2014, Cuttack	2014	Odishi Dance	Smaraki Mishra, +3 IInd Year Science	Awarded
6	Rastriya Yuba Puraskar for Harmony, 2014		Solo Dance & Duet	Smaraki Mishra, +3 IInd Year Science	The Second Best
7.	District Session Judge cum Chairman, District Legal Services Authority, Keonjhar	499/28.4.2015	Odia Essay & Debate	Nilima Patra, Biswabandita Rout	Selected
8.	Government of Odisha, Tourist Office, Keonjhar	149/22.8.2015	Group Quiz	Suchismita Naik, +3 II nd Year Science; Milan Jena, +3 II nd Year Science	Third
9	-do-	175/21.9.2015	English & Odia Debate	Banita Rout, Milan Jena, Suchismita Naik, Sushree Sucharita Sahu, Itishna Jena	Awarded
10	Collector & District Magistrate, Keonjhar, District Information & Public Relations Office, Keonjhar	1223/3.10.2015	English & Odia Debate	Biswabandita Rout (Eng.), Nilima Patra (Odia),	Awarded
11	Keonjhar District Cooperative Union Limited, Keonjhar	506/5.11.2015	Odia Debate	Debjani Patra Aparna Sahu Swarnalata Mohanta	First Second Third

12	District Information & Public Relation Office, Keonjhar	1333/12.11.2015	Odia Debate	Rajani Das Lalita Dakua Anima Naik Swarnalata Mohanta	Awarded
13	Collector & District Magistrate, Keonjhar,	249/12.112015	Classical Vocal Folk Song, One Act Play, Classical Dance	Anima Mohanty (Classical Vocal, Solo), Adyasha Chumki Patra (Folk Song) Harapriya Sahu (Folk Song), Laxmi Priya Bebaria (One Act Play), Shubhasmita Arpita Behera (Classical Dance)	Awarded
14	Shankar Bharati Natyam Kendram, Agra, UP	2015	Odishi Dance	Smaraki Mishra, +3 IInd Year Science	Awarded
15	District Level Youth Festival, 2015, Sports & Youth Services Department, Odisha		Odishi Dance	Smaraki Mishra, +3 IInd Year Science	Third
16	Barsha Dance & Musical School, Keonjhar	2015	Odishi Dance	Smaraki Mishra, +3 IInd Year Science	Awarded
17	Keonjhar Bhanja Mela	2015	Sambalpuri Dance	Smaraki Mishra, +3 IInd Year Science	Awarded as Queen
18	SSDCC Dance Competition, Old Town, Keonjhar	2015	Dance	Arati Patra +3 Ist Year Arts	Awarded
19	International Theater Festival Org by Indian Theater Olympiad	2015	Odishi Dance	Subhasmita Arpita Behera	Second best
20	Indian Theater Olympiad Barsha Club Keonjhar	2015	Odishi Dance	Subhasmita Arpita Behera	Nrutya shree award
21	National theater festival org. by Doon ghati rang manch Dehradun Govt. Uttarakhand	2015	Folk Dance	Subhasmita Arpita Behera	First
22	Information and board casting department Govt. of odisha	2015	Odishi dance	Subhasmita Arpita Behera	Specially Awarded
23	Panipancayat Bu IQAC GWC keonjhar	2016	Odia dibate	Debajani Patra	Third
24	Do	2016	Odia Dibate	Aparna Sahu	second

How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The institute has a clearly set and well defined mechanism of obtaining feedback from its graduates to improve the quality of the institution. The college has especially designed feedback form. All the individual departments collect the exit level feedback and feedback from the pass outs. The institution also collects feedback from its Alumni, PTM (Parents and Teacher Meeting) and webpage of the college website.

The data and feedback so obtained are discussed in the staff council meetings with the members of different committees to take necessary steps for overall improvement of the performance and quality of the institution.

How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The college encourages its students to submit articles for the college magazine "BAJAYALAXMI" which is published annually and wall magazine "NIRJHARANI". The teaching faculty constantly encourages and motivates the students to write for college magazine, wall magazine, thought of the day board, poster presentation, slogan writing etc. Besides the superintendent of hostels also boost the boarders to publish in wall magazines.

Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Selection process and constitution:

Yes, the college has an elected Students' Union and other societies and association which remains the sole tribune of students' opinion inside the college. Every student is a member of the Union. The office bearers are elected directly by the students as per a common college election schedule announced by the government. The Union is guided by an Advisory body appointed by the Principal from among the Staff.

The Constitution of various societies is as follows.

Sl. No.	Different societies and Association	Office Bearers
1	Students" Union	President
		Vice-President
		Gen-Secretary
		Asst. Gen-Secretary
2	Dramatic society	Secretary
		Asst. Secretary
3	Athletic Association	Secretary
		Asst. Secretary
4	Social Service GUILD	Secretary
		Asst. Secretary
5	Humanities Society	Secretary
		Asst. Secretary
6	Day Scholar Association	Secretary
		Asst. Secretary
7	Students" Common Room	Secretary
		Asst. Secretary
8	Science Society	Secretary
		Asst. Secretary
9	Commerce Society	Secretary
		Asst. Secretary
10	Class Representative	One from each class

The Activities of the Different Bodies:

The college believes in giving equal opportunities to the students in supporting the authorities in maintaining discipline and overall activities of the college. The details of student representation are as follows:

- College Union– One president and one vice president are elected from among the students. The union conducts various competitions among the students throughout the year and makes arrangements for prize distribution during the celebration of the college annual day.
- The Athletic Association – One Secretary and one Assistant Secretary from among the students are elected. The Society organizes Annual Athletic Meet, indoor and outdoor games, intra and inter college meets throughout the year.
- The Dramatic Society – One Dramatic Secretary and one Assistant Secretary are elected from among the students. All other students are the members of the society. The society organizes Annual Drama and Cultural Programmes and competitions throughout the year.
- The Day Scholars" Association – All the day scholars are members. Student representation consists of the Secretary, the Asst. Secretary and class representative. The Association conducts Saraswati Puja, Ganesh Puja and

debate, quiz, essay competitions.

- The Girl's Common Room – The College provides a common room to its students. Newspapers, Periodicals are provided. Indoor game facilities like carom, chess are also provided. Secretary, Asst. Secretary are elected from among the students.
- The Social Service Guild – This association grants financial assistance to the needy and deserving students of the college. Each student of the college contributes an annual subscription of Rs.2.00 towards the Guild Fund. The Secretary, Asst. Secretary is elected/ nominated from among students.
- Literary Society – The society conducts all kinds of extramural lectures. It also organizes various literary competitions like essay, debate, talks etc.
- The Science Society – The society spread scientific knowledge by means of popular lectures and discussions. It also organizes quiz competitions, essay competitions. The Secretary and Asst. Secretary are elected from science stream.
- The Commerce Society- The commerce society is made for organizing different competitions, seminars and meetings among the students of commerce stream.

College Union Fund:

A consolidated amount is collected from each student at the time of admission for college union fund and for other association and societies.

Give details of various academic and administrative bodies that have student representatives on them.

Academic Bodies	Administrative Bodies
<p>Editorial Board Every section of the College has a student editor who helps collecting articles from the students and also assists in editing the college Magazine.</p> <p>Library Committee Library committee has a number of student volunteers who help and assist in the works related to Library.</p> <p>Internal Quality Assessment Cell The student volunteers help in organizing different meetings, seminars and symposiums under the internal quality assessment cell.</p>	<p>Residential Committee</p> <p>Discipline Committee</p> <p>Youth Red-Cross Unit</p> <p>NSS Unit</p>

How does the institution network and collaborate with the Alumni and former faculty of the institution:

The institution has an Alumni Association which meets on regular intervals. The institution networks and collaborates with the Alumni and former faculty by post, mail ID, telephone and word of mouth. The Alumni are also invited to different meetings and functions. They serve as guest faculty, speakers, subject experts etc.

Any Other relevant information regarding Students Support and progression which the college would like to include:

- Referring the case of individual students to higher institution of learning.
- A request to the Principal, DD (Autonomous) College, Keonjhar to allow the students to visit their departments and learn about the changes of course and programme.
- Giving permission to various professional management institutes to aid and advice on student support and progression for higher education.

CRITERION-VI GOVERNANCE, LEADERSHIP AND MANAGEMENT

Institutional Vision and Leadership

State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Conceived on the radical idea that women cannot be excluded from the domain of education, the college provides quality and holistic education to young women to transform them into empowered women leaders of the future. The college stands for its vision and mission which in tune with the objectives of Higher Education policies of the nation.

OUR VISION

To be a centre of academic excellence by attracting, educating, enlightening and empowering the women through quality and 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.

What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The top management consists of:

- Principal Secretary to Government, Department of Higher Education
- Additional Secretaries/ Special Secretary/ Joint Secretary/ Deputy Secretaries
- Director of Higher Education – Additional and Deputy Directors
- Regional Director of Education
- Principal

The Top Management gives a barrier free vision of change in quality. The role of the college is to implement the policies, rules and regulations framed by the government effectively for the academic and non-academic growth of the institution. Some of the functions are:

- Permission for opening of new courses and subjects.
- Sanction of funds – both recurring and non-recurring and auditing.
- Monitoring e-admission process to different courses and streams.
- Monitoring the effectiveness of teaching-learning through the Performance Tracking Cell (PTC).
- Formulating Quality Policy of the institution to address the issue of equity, access and excellence.
- Periodic review and inspection of the institution.
- Grievance redressal of the staff members on a weekly basis at the Department of Higher Education.
- Arranging meetings, workshops and conferences to appraise the college authorities to execute various policies and programmes in a coherent and coordinated manner.
- Provision of scholarships to meritorious students.

Role of Principal and Faculty:

The Principal is the head of the college, who is at the helm of all affairs to translate the vision and Mission of the College into activities. The role of the Principal is:-

- To conduct a meeting in the beginning of the academic year seeking involvement of all for effective and efficient transaction of teaching learning process.
- To prepare the workload statement, plans the academic calendar, time table and distribute co-curricular and extra curricular activities among staff members.
- To arrange periodic meeting of H.O.D.s for an integrated thinking and departmental coordination.
- To guide, supervise, monitor and review the activities both curricular/co-curricular/extracurricular and to purchase books, equipments, supplies and stationary etc.
- To ensure that all provisions of the University bye-laws , rules and regulations are strictly observed.
- To constitute the IQAC as the centralised unit that adopts strategic quality enhancement policy.
- To appoint committees, sub-committees and nodal committees consisting of staff members for improvement of the effectiveness and efficiency of institutional processes.
- To draw and disburse salary to all employees, carry on all financial transactions allowed under state head, UGC head, etc.
- To keep an eye on the maintenance and development of infrastructural facilities and its optimum utilisation.
- To ensure that all student welfare programmes and extension activities are being carried forward properly. Also to make plans for supervision of student"s welfare, health and security in addition to the provision of timely guidance and counselling.
- To take leadership role in establishing rapport with local administration, local elected representatives, parents, alumni, banks etc.
- To prepare the budget proposals and ensure the timely compliance of the reports, returns and informations as required by the higher authorities for review of the institution.
- To monitor all extra-curricular and co-curricular activities of the institution.

- To collect feedback from stakeholders, discuss it with staff and chalk out policy to correct the lapses.
- To play a key role in decision making and implementation of the quality policy of the College and University at large, as a member of the Syndicate of University.

Faculty:-

Faculty is the most valuable resource and the most important input in the delivery of quality education. They participate actively in policy making and planning and implementation of initiatives for the future application. The institution has laid down the following mechanism in the implementation of its quality policy:

- Faculties adapt to the changing roles by participating in Orientation Programmes, Refresher Courses, Training Programmes and other faculty development programmes.
- They teach students to read, reflect and engage with big ideas and thereby inculcate a sense of wonder and confidence among the students.
- The senior teachers are consulted to give their considered views while framing a policy framework for quality.
- Teachers participate in the staff Council meeting to frame a proper policy for improvement of physical and technical infrastructure.

What is the involvement of the leadership in ensuring the policy statements and action plans for fulfilment of the stated mission.

The policy statements and action plans for fulfilment of the stated mission:

Policy statements and plans for the colleges are formulated by the Department of Higher Education and communicated, monitored and evaluated accordingly. The visionary leadership of the Principal with the feedback from teachers, students, parents, alumni and general public helps the top management in evolving a forward-looking and inspirational policy statement and action plan for the fulfilment of the stated mission of the college.

- The Principal acquaints and inspires the faculty with new policies and new direction for quality enhancement in the staff council meet at the very onset of the academic session.
- The College adheres to policies for increased access equity , excellence in quality and policy for community orientation, research and policy for the holistic development of students . The College has various committees/ cells and societies to put the policy into action.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:

For the incorporation of the action plans into the institutional strategic plans, a common minimum standard is prescribed which has to be followed by the college.

Development of Institutional Strategic Plan: Action plans are developed implemented and monitored by the concerned committees/cells/societies. Major recommendations made by the various committees/sub-committees/cells/societies are discussed at the level of the Staff Council and forwarded to the Government for approval and suitable inclusion in the strategic plans of the college. Annual review of the policies and procedures of the college highlight the strength and weakness and provide inputs for inclusion in strategic plan. The leadership observes whether all areas of institutional development have been given due importance in the strategic plan for co-ordinated growth of the college.

- **Strategic plan for Quality Education:** By strictly adhering to the spirit of providing quality education and building a conducive environment for effective teaching-learning process, the principal ensures the regularity and punctuality of the students as well as the staff in performing their academic and non academic responsibilities by following Common Minimum Standards prescribed by Govt.

Interaction with stakeholders

The Principal ensures greater accountability to the stakeholders- students, parents, alumni and local community in the development of Institution within the norms of Govt.. This fosters larger involvement and greater accountability from all concerned.

Interaction with students:

Interaction with the student body is initiated with the Induction Programme to orient and induct the students into the ethos of college and make them feel as a part of the college.

- The Principal follows an open door policy and is always accessible to all the students.
- The students through Students' Union participate in institutional activities and individually interact with the faculty and freely meet the principal for discussion. The Advisor, College Union constantly interacts and communicates with office bearers of Students' Union to respond to their problems.
- The NSS officers constantly interact with the NSS volunteers to give community orientation.
- Members of different committees looking after academic and administrative affairs and complaints/grievance redressal etc interact with the students directly.
- Complaint & Suggestion Boxes and Notice Boards, have also been installed by various committees for receiving feedback and to keep the students informed in time.
- In order to alert the students the College website has a separate section about the various notifications.

Interactions with Parents and Alumni:

Parents and Alumni are invited for the PTA meeting and Alumni meeting respectively and their feedback is duly noted and incorporated while developing the institutional plan.

- Through college website they can also learn the various rules, regulations and recent notifications and send their views and suggestions on various aspects.

Interaction with local community:

Leaders from the local community are invited to attend various function and occasions of the college.

- The College values the opinion of the public and makes specific efforts to reach out and interact with the public whenever possible.

- The College regularly undertakes various extension services and awareness programmes on burning issues in its surrounding area as part of its community service. Projects through NSS ,Youth Red Cross society and the Village Adoption Programme of the college are the shining example of such service.

Proper support for policy and planning through need analysis research inputs and consultations with the stakeholders.

The head of the institution analyses the needs of the students for various facilities services and programmes in relation to their availability and ensures its implementation by proper allocation of funds.

- Research inputs are obtained through IQAC, Research Committee, Parent-Teacher Meeting, Principal's Meeting at the State level, Meeting of the Student's Office Bearers, Alumni Association Meeting and other committees for quantitative and qualitative expansion of the college.
- Consultation with various stakeholders", members of the staff in various meeting and committees, SWOC analysis provides the support facilities for policy planning.

Reinforcing the culture of excellence.

The leadership continuously nurturers and reinforces excellence by rewarding achievements through rewards, certificates of merit, endowment prizes and cash incentives.

- The students who excel in academic , sports and cultural activities are felicitated with certificates and prizes on the Annual Day function or on other special occasions of the college.
- The college is also keen on sustainable development of the students in co-curricular and extra-curricular activities.
- The staff members are encouraged to pursue research activities and to participate in and organise seminars / workshops and conferences etc.
- Welfare measures for non-teaching and support staff like medicine reimbursements , festival advance, annual increment, health insurance etc. reinforce their concern and involvement in implementation of quality policy.

Champion organizational change:

The leadership is always in tune with the changes in systems and practices of Higher Education and has championed organisational changes to cope with it in following areas.

- Creation of new physical infrastructure in the form of one two storied new academic block and two more floors in the science block.
- Quick access to advanced instrumentation.
- 100% performance appraisal.
- Use of modern teaching-learning aids.
- Feedback from key stakeholders (Students, Alumni).
- Programmes on competency development (Group discussion & In-house seminar).
- Introduction of new courses and programmes.
- Renovation of Physical infrastructure.
- Development of Technical infrastructure with the purchase of new equipments and upgradation of laboratories.
- Modern equipment, installation of website, Competence.
- ICT facilities with computer wi-fi facility.

What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The institution adopts external and internal procedures to monitor and evaluate the policies and plans for effective implementation and improvement from time to time .Externally, the procedure adopted are as follows:-

- The Performance Tracking Cell of the Department of Higher Education keeps a vigilant eye on the overall performance of the institution.
- Inspection by DHE as and when required.
- Inspection by DLC (District Level Consultant) appointed by the government for evaluation on infrastructure and quality.
- Inspection by the Regional Director, Joint Secretary in the recent past helped to monitor and improve compliance for better functioning of institution.

- Audit by the office of the Accountant General and Higher Education Department for financial transparency.
- Academic audit by University authorities.

Internally, the procedures adopted at the institutional level are:-

- Review by the Internal Quality Assurance Cell on maintenance of the quality of the institution.
- Periodic monitoring is adopted by the college through various Committees to evaluate policies and plans. As per the instruction of the Govt., the Principal appoints the conveners and members of various committees for smooth functioning of various activities. Various committees like Examination Committee, Academic Audit Committee, Research Committee, Building Committee, Admission Committee, Residential Committee and Students Welfare Committee have been established to facilitate efficient and smooth functioning of the college. These Committee evaluate the performance in their respective areas and submit the reports to the Principal for presentation in the Staff Council.
- **The members of the staff in the Staff Council** discuss the review reports along with suggestions and take decision for their effective implementation and improvement.
- **Feedback System:** The student feedback on courses as well as teaching learning processes provide pointed insights into the areas where quality improvements are necessary.

Give details of the academic leadership provided to the faculty by the top management?

The top management body of the college in the academic sphere is the department of Higher Education, Odisha. The principal has full autonomy to run the administrative affairs in accordance with the guidelines and directions set by the top management i.e. the Directorate of Higher Education, Government of Odisha. Academic leadership is provided to the faculty by the top management through the following:

- Govt. provides the opportunity to the faculty for promotion to Associate professor, Professor, Principal and the other administrative posts.

- At the college level, the Principal appoints the Academic Bursar, Administrative Bursar and Accounts Bursar from among the senior staff members, who look after the smooth functioning of academic environment, administrative and finance matters of the College respectively.
- The senior faculty members act as the head of the departments, who carries out the responsibilities of coordinating the departmental works. They provide academic leadership in management of academics, research and other non-academic activities of the department.
- Right man is put in right place while assigning important extra-curricular and co-curricular duties. Faculty members are given the charges of various societies/ cells/ associations/ wings. They act as Officer-in-Charge (OIC)/ Nodal officer of the respective society and chalk out plans and programmes and execute the same for the whole academic year.
- The members of the staff are given absolute freedom for the selection of the papers according to their aptitude, willingness and specialization so that the students are benefited.
- The faculty members take the leadership in resolving the conflicts and disputes of the students.

Professional Development of the Faculty Members:

- The Government continues to encourage faculty members in their efforts towards professional development. The college grants duty leave, study leave, or extraordinary leave for academic purposes.
- Ample opportunities are being provided for acquiring higher qualifications, pursuing research activities and excelling at all levels of institutional operations.
- The financial support is also provided by the UGC and the Department of Higher Education as per the requirements of the college.

How does the college groom leadership at various levels?

The college grooms leadership at

- (a) level of teachers
- (b) level of Students

(a) At Level of teachers:

- The institution works on the paradigm of involving the staff members in helping to improve the efficiency of the institutional processes as well as judiciously utilising their expertise in different areas of the administration.
- Various committees such as Admission Committee, Building Committee, Advisory Committee, Discipline Committee, Examination Committee etc. are constituted involving developmental work in the institution. All committees are constituted with a judicious mix of junior members and senior members so that the younger faculties are able to learn from the experience of the senior staff and imbibe the ethos and work culture of the college and get groomed for leadership.
- Office leadership is provided to Academic , Administrative and Accounts Bursar for efficient execution of procedures related to day to day administration and human resources management. They are encouraged to participate in seminars and training programmes organised by various organisations or institutions to strengthen leadership roles.
- HODs are provided leadership to ensure smooth conduct of classes, curriculum delivery, conducting of formative assessment and seminars from time to time.
- Senior members of the staff are the members of the Governing Body of the College and various academic and non academic bodies of the universities and other organisations. The principal takes the leadership as a member of the Syndicate and NSS Advisory Council of the University.

(b) At level of Students:

Through Students' Union

- The College grooms students leadership through election to the different offices of students Union/Societies/Associations of the College. Subsequently, the student representatives are included in different committees so that they can be involved in the decision making process and management of events. The office-

bearers also discuss and deliberate on student problems in the campus and suggest remedial measures to such problems. They work on issues related to the campus and disseminate the decision to the entire student body.

- They are given freedom to organise their functions, meetings and competitions with the aid and advice of the teachers.
- Students are also allowed to participate in various literary, cultural and sports competitions organised by the different institutions, societies, organisations at the district, state and national levels.

Through NSS and Youth Red Cross:

- These activities help the students in imbibing leadership qualities such as discipline, mental strength, team spirit, physical stamina, commitment to excellence and service mindedness towards community and nation.

Through Departmental and Co-curricular Societies:

- All the societies of the college have student office-bearers, who work in close cooperation with the concerned faculty coordinators. This enables the students to learn the skills of managing groups and organising group-based activities.

How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- Since the College is a Govt. College, the direct leadership of the College comes from the Govt. Though the Govt. design plan and policy, the actual governance of the institutional affairs is brought by a decentralised system which adopts the principle of participative management at the operational level.
- The Principal is the apex authority to look into overall academic, administrative and financial aspects of the College.
- The entire functioning of the College is divided and subdivided into different functional units like Accounts section, Academic section, Examination section, Administrative section, Scholarship section, UGC, NSS and Red Cross Units dealing with extension activities. Powers have been delegated to officers in charge of these functional units for smooth functioning.

- Each department is headed by the senior most members among the teaching faculty, who functions as the Head of Department and acts as a link between the teachers, students and administration. They are delegated with the power to manage the academic and non academic affairs of the department smoothly. Autonomy is given to the Departments and faculty -
- To use different methods for the Teaching-Learning process.
- To organize extramural lectures by inviting academic experts from colleges and universities.
- To decide the equipments and books to be purchased for their respective departments from available funds and grants.
- Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment and aptitude to meet the institutional objectives:
 - To create a positive and motivating environment.
 - To build team spirit among staff to speed up the process of target achievement and accomplish assignments.
 - To allow staff to take initiative.
 - To make task more interesting and work a rewarding experience.

Does the college promote a culture of participative management? If „yes“, indicate the levels of participative management.

Yes, the Principal adopts the cardinal principle of participative management in almost all areas of the College. It starts from the top management and flows down to the bottom of the institution.

- The staff council is the apex body which takes all decisions related to teaching-learning, academics and other administrative issues. Each member of the staff is a bona fide member of the Staff Council.
- The decisions relating to academic innovation, review or implementation are taken in the meetings of Heads of the Departments.
- Senior members of staff are given responsibility to act as Administrative Bursar , Academic Bursar and Accounts bursar so that they can oversee a particular area of work.
- Teachers are given charge of various offices, Associations, Societies as Vice-Presidents, Associate Vice-Presidents, Officers in-charge and members as part of

their Co-curricular and Extra-curricular assignments. They give their valued opinion and creative ideas to carry out the functions of the committees/cells very cordially.

- Teachers are given the responsibility of Hostel Superintendents/ Assistant Superintendents to look after the hostel affairs and welfare of boarders.
- Members of the non-teaching staff are also included in different working committees with the faculty members.
- Teachers are encouraged and motivated by the head of the institution to give their opinions and creative ideas to carry out the functions of any committee/cell .
- Students are also taken as members in some committees like IQAC, Canteen Committee nad PMU of RUSA Committee of the college.
- The students" representatives are involved in maintaining discipline during college functions on campus.
- Students are also encouraged to participate by offering their suggestions for development of the College through suggestion box.
- The alumni and parents participate in decision making process by offering their valuable suggestions through suggestion box, feedback mechanism and verbal interaction.

Strategy Development and Deployment

Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The institution has a formally stated quality policy to enhance and sustain quality in areas like teaching and learning, research, infrastructure student's progression, outreach programmes and governance. There is no compromise on quality as it might demotivate the interest of meritorious students.

- The quality policy is developed by IQAC of the college in consultation with the members of Governing Body. IQAC of the College contemplates the plans and programmes for high quality standard, sets the benchmarks and helps to improve its educational graph . As quality is an evolving construct, conscious efforts towards incremental improvements in various academic and non academic areas are provisioned. A Common Minimum Programme has been in vogue to ensure and maintain quality, by the Principal, members of the staff, alumni and the students.
- The policy is driven by the principal, H.O.Ds, faculty, Administrative Bursar, Academic Bursar, Account Bursar, other Nodal officers and office staff.
- The policy is deployed through examination committee, admission committee, financial committee, purchase committee and Parents Teachers Association and other committees constituted for the benefits of all stake holders. Various committees are formed for institutionalising quality.
- The Quality Policy is reviewed by IQAC in its review meetings from time to time, academic audit by the Vice-chancellor of the North Orissa University and Government and feedback from stake holders.

Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The College has an integrated perspective plan for development of the Institution. The objective of perspective plan is:-

- Infrastructural development
- Academic growth both quantitative and qualitative
- Community orientation in activity

From the infrastructure point of view, additional blocks containing more class rooms are planned to facilitate and match the introduction of new courses. Conscious efforts are being made to make use of existing space rationally and judiciously. Extension and renovation of existing technical infrastructure is planned for upgrading the laboratory with new and updated equipments and installation of completely new computer Science and Geology laboratory. Construction of a new Women's Hostel has been approved. The construction of a new cafeteria, student's activity centre, commerce block and library building are the new plans on the offing.

Academic growth both quantitative and qualitative

- From the academic point of view, the College plans to introduce new undergraduate courses in Science, Humanities and Commerce in order to widen the scope and range of existing courses offered.
- To Purchase library books, journals and research publications.
- To introduce Job-oriented vocational courses for skill development of the students and to increase their employability.
- To introduce viable and relevant career orientated courses in self financing mode.
- To enhance ICT based teaching in all departments with wi-fi facility in the campus.
- To install INFLIBNET in the Library.
- To renovate library building and laboratories.
- To forge collaboration with NGOs for extension and outreach programmes for community engagement of students and staff.

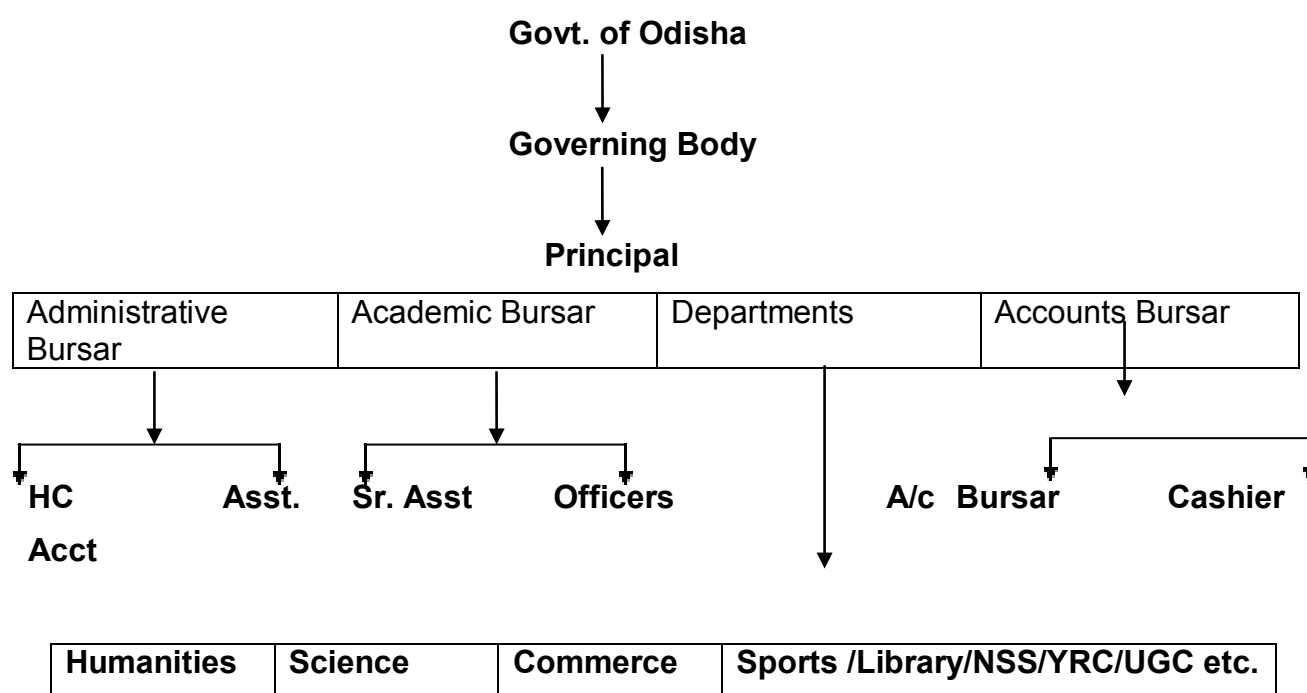
Community engagement through extension activities is an area in which the College is committed to involve itself in a more comprehensive and inclusive manner.

Describe the internal organisational structure and decision making processes.

- The college is a Government College affiliated to North Odisha University. The internal organisational structure is defined by the rules of Govt. There is a governing Body headed by District Collector as Chairman and Principal as ex-officio Secretary along with other members.

- Governing Body takes strategic policy decision while the principal executes the policy decision of the Govt. and Governing Body.
- For effective policy execution and better delivery of services, Principal has divided the decision making process into academic, administrative, accounts faculty departments, library and other functional units. Officers have been appointed in various functional units to assist the Principal in effective running of the administration. The HODs of various departments are consulted for academic development of the College. Committees are also constituted for effective decision making , quicker resolution of problems and seamless implementation of newer initiative.
- The organisational structure is based on the principle of decentralisation and participatory management for growth and sustainability. It promotes meritocracy and takes into consideration the voice and interest of all stakeholders. It improves cordiality and speed of communication and elevates employee"s level of responsibility. The organisational structure of the college is depicted in terms of the flow chart given below.

Flow chart of organisational structure



Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction – enabling environment for industry so that corporate houses should be partners of development instead of commercialisation of higher education.

Teaching and Learning

- Transparent e-Admission based on merit, induction at the beginning of the session, minimum 75% attendance of students.
- Taking care of individual differences through successful mentoring system, remedial classes for slow-learners and advice and encouragement to advance learners.
- Innovative teaching- learning and assessment for student centric learning through academic calendar, teaching plan, evaluation schedule and teachers performance appraisal .
- Increased use of ICT facilities and audio-visual teaching aids in SMART Class room, Language Laboratory and teacher"s performance appraisal.
- Continuous monitoring of students progress through formative evaluation.
- Recruiting Guest faculty with high academic credentials as per norms of the UGC.
- Capacity building of teachers by encouraging to attend orientation programme, refresher courses, training modules and guidance sessions.
- Promoting value based education by inculcating core values of ethics, honesty, discipline and team work.
- Capacity building of students through development of soft skill , analytical writing communication skill, leadership quality and personality.

Research & Development:

The college provides research ambience in the following ways:-

- Constitution of Research Committee to facilitate research activity.
- Institutionalising periodic departmental seminars where innovative ideas of students find practical application.
- Promotion of faculty participation in national seminars, workshops, professional, and academic programmes.
- Rationalisation of teaching work load to leave enough time for research.
- Considering research output as a minimum criterion for promotion to higher post.
- Inculcating the culture of research among the students through project work, term paper, seminar classes and mentorship by faculty as per requirement of the curriculum.
- Provision of study leave and academic leave to faculty for undertaking research.
- Encouraging the staff to apply for MRP and Major Research projects.

Community Engagement:

To make the students sensitive to the need and aspiration of the community, the college is responsive to community needs and conduct appropriate extension programmes as follows:-

NSS and YRC units of the College organise outreach programmes like visit to old age home, orphanage, and local hospital.

- The students through the village adoption programme transfer the best practices by making the public aware of issues like child marriage, child labour, malnutrition, financial inclusion, literacy, environmental degradation, global warming, health, hygiene and energy conservation, in order to contribute to community development.
- Programme like celebration of N.S.S Day, National Youth Day in association with Vivekananda Kendra, Kanyakumari, Keonjhar Branch, Flag Day, Constitution Day, Human Rights Day, National Integration Day, National Unity Day, International Women's Day, Voters Day, World Aids Day, World Health Day, Road Safety Week from 2nd week of January, Voters Awareness Programme, Policy Sahayata Programme and Active Citizenship Programme helps creation of civic consciousness and awareness on issues of socio economic issues.

- Rallies and campaigns are arranged to foster and develop the practice for a change in attitude and behaviour. The Programmes are "No" to polythene, Swachha Bharat Abhiyan, "No" to open defecation and Cracker Free Diwali.
- Local elected representatives social workers of civil society are invited to identify areas in which the students can initiate changes in the community. Vana Mahostava and tree plantation programme are organised in the presence of local representatives.

Human Resource Management

- The institution takes initiative at the beginning of the session in planning the manpower both teaching and non-teaching and fills up the vacancies accordingly. Quality recruitment of Guest Faculty is done by attracting young talent as guest faculty and retaining them for a long time. Commitment and motivation is the motto throughout the process.
- Retraining of staff both teaching and non teaching through skill development initiatives and staff welfare measures.
- The college conducts self appraisal of teaching and non-teaching staff and also performance appraisal regularly as per the norms of the Government.
- Students are involved in organising and managing their own events such as seminars, health check-up camps, blood donation camps etc.

Industry interaction

- Experts from industry and academic institutions are invited periodically to deliver special lectures as part of their concern for women and hold workshops so that students have update knowledge about careers and the job market.
- Departments keep personal interaction with industries for academic initiative. Home Science Department has modules on hospitality, nutrition training, which help to develop collaborative environment between industry and college.
- Educational tours are arranged for increasing industry- academic interface.

How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- The official letters, requests, proposals and reports, answer to assembly questions are prepared involving management representatives, Principal, faculty and then they are conveyed to the Govt.
- The Principal reports to the Govt. about all major purchases, requirement of funds, staff position, audit report, over all academic performance, disciplinary action against staff members and utilisation certificates etc.
- The Principal attends various meetings arranged by the Govt. and submit the necessary information about examination, admission, curriculum infrastructure requirement and offers valued suggestions.
- The annual report of the Students Union and other Associations are the effective way of recording and disseminating information regarding achievements and activities of the college.
- The college provides detailed information about the college, courses offered, facilities available, number of students admitted and seats vacant to the Govt. for uploading in the website.
- The Principal participates in the meeting of various statutory bodies of the University like Syndicate, NSS advisory Board, CDC and offers valued suggestion.
- The feedback obtained from stakeholders, personal interaction with students at formal and informal level ,H.O.Ds, staff members, reports of parent-teacher meeting and grievances cell are analysed, reviewed and steps are taken for further improvement .
- Performance Tracking Cell, District Level Consultant and Directorate of Higher Education review the activities of the college at periodic intervals.

How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management encourages and supports the involvement of staff in the following way:-

- The representatives of the top management address the staff members through their presence on important occasions.
- The management has a uniform human resources policy to encourage involvement of staff.
- The management has the staff representatives in the Governing Body of the College. It seeks reports on feedback system, remedial coaching system, grievances redressal, IQAC operation for necessary planning of activities in different spheres of institutional functioning.

Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The Governing Body is the apex body of the institution with Collector and District Magistrate as the Chairman and other persons of repute as members is receptive to the innovative ideas of the staff members. The following resolutions were adopted in the last meeting.

Resolved

- That, the Principal is authorised to move different Corporate Houses of the district like-Roongta Mines, Tata Steel, Jindal Steel, Maa Jagatjanani Trust etc. for infrastructural development of the college like raising of the height of the College and Hostel boundary walls for safety and security, construction of a network of drainage system, construction of one over head water tank for water supply, installation of an independent 100kv transformer station in the College Campus, rebuilding of the College Auditorium with adequate technical facility and sitting capacity etc.

- That the Principal is authorised to move to Govt. for creation of new posts such as 2 watchmen, 2 sweeper, 1 gardener, along with Group 3 and Group 4 posts for Science wing.
- That the Collector and the District magistrate is requested to take appropriate steps for finding funds for provision of construction of a hundred bed Hostel for the students for accommodation.
- That the house rent allowance sanctioned by the Principal in favour of Smt. Puspanjali Sahu, Hostel Matron is accorded post facto approval. Further, the Principal is authorised to sanction arrear house rent allowance of Smt. Sahu.
- That the Principal is authorised to take suitable steps for further development of the College.
- That the Governing Body ratified the resolution dated 22/11/12. This resolution may also be ratified in the next GB meeting by the Principal.

In consequence to the resolution made in the last GB meeting:-

- Boundary wall of the College and the hostels has been renovated.
- Drainage system of the campus has been constructed and interconnected.
- The Government have been requested to create new posts of watchman (2) , Sweeper (2) Gardener (1) and other group III and Group- IV posts for science wing in this institution.
- The government have sanctioned funds for the construction of a 300 bed hostel for accommodation.

Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If „yes“, what are the efforts made by the institution in obtaining autonomy?

As an established college with a history of more than thirty five years and impressive growth record, the college stands poised to become Autonomous. Application will be made only after passing out of first batch of Science and Commerce students.

How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The college has a systematic mechanism to address the grievances of the faculty members, staff and the students. A Grievance Redressal Cell works for the prompt and effective settlement of the students' grievances in consultation with the Principal and the Staff Council.

- A Suggestion and Complaint Box has been put up in the college outside the administrative office for students to submit their complaints in writing.
- Grievances of the resident students are referred to the Hostel Superintendent through the matron. They are resolved by the Residential Committee in close consultation with the Principal.
- The personal grievances of the students are dealt with by the Proctor/Mentor.
- The Principal amicably settles the grievances of the teaching and non-teaching staff on the basis of one to one interaction.
- There are also separate Anti-Ragging Cell, and Sexual Harassment Redressal Cell.
- The Principal maintains regular and close contact with all the stake holders, which helps to get firsthand knowledge about their grievances and take timely steps to resolve them.

During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No

Does the Institution have a mechanism for analysing student feedback on institutional performance? If „yes“, what was the outcome and response of the institution to such an effort?

The institution has well defined mechanism for analysing student feedback on institutional performance. The feedback forms for students alumni and parents are used regularly and suggestion cum complaint box is kept for the stakeholders. The feedback forms assess various aspects of institutional performance like curriculum, evaluation of

teachers, infrastructure facility and student support services. These are analysed confidentially by the principal with the help of IQAC and appropriate measures are taken for improvement in these areas. If the College identifies any problems by the appraisal of the feedback, the serious steps are taken in this regard to improve the performance of the College

Outcome of the Feedback analysis

- Conversion of college into a multi faculty college.
- Increase of seats in +3 Arts from 128 to 192 and +3 Science from 92 to 128.
- Opening of honours courses in all subjects and commerce.
- Opening of Skill oriented course- Computer Science(H) in self financing mode.
- Commissioning of Language Laboratory for Spoken English & communication class
- Regular engagement of class.
- Infrastructure development and wi-fi facility.
- Vehicle stand and safe drinking water facility.

Faculty Empowerment Strategies

What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

There have been policies and practices of the institution that would ensure the professional development of all the staff members.

- Programmes are planned and executed that address professional development, career development and personal development of faculty members.
- Teachers attend General Orientation Courses and Refresher Courses, seminar, workshop and training programmes courses conducted by various universities/colleges for their professional up gradation.
- The faculty members are also permitted to deliver extension lecture in other institutions and the same are also organized in different departments of the college to provide adequate exposure to the teaching, non teaching staff and students about the latest developments.

- Study leave is granted for undertaking doctoral research, post-doctoral fellowships and academic activities.
- Academic is allowed leave to attend seminars, workshops, conferences.
- Staff are encouraged to attend short-term training programs in specialized areas for acquisition of skill.
- The faculty are inspired to adopt modern teaching –learning aids and make use of ICT resources.
- The IQAC and departments organize seminars periodically to instil the updated knowledge in various fields.
- Internet facility is available for the staff members in the college to enhance their professional acumen.
- Individual strengths and areas of interest of staff members are identified and responsibilities are assigned accordingly.

Development programmes for Non-teaching staff:

The college has implemented various programmes to enable the staff to function more effectively. Employees need training in advanced skills related to their works. In this regard

- The College provided computer training to the non- teaching staff.
- Deputed non-teaching staff to attend relevant training programmes like HRMS, e-valuation, e- Admission, e-billing etc.

What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- The needs of the faculty development are assessed, keeping in view the changes taking place in Higher education and also institutional requirements. The college has perceived the need for enabling its faculty to use ICT tools to create richer learning environment and also improve curriculum delivery. To address this need the college organises Computer Literacy Programme for faculty and non teaching staffs also. The Department of Higher Education directs the Principal to allow the faculties to attend the training and capacity building programmes being organised

by academic staff colleges , State Public Administration departments and different organisations related to NSS, YRC etc as per the schedule published by the concerned departments.

- After getting trained, these teachers are assigned the related responsibilities through which they can utilise their knowledge and skills for improving academic environment of the college.
- The teachers" in-charge of NSS and Red Cross are deputed for special training by their respective supervising bodies.
- Usually, the senior faculties are appointed as coordinators of committees while the younger staff are made members, so that they can be trained under the seniors.

Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The information on multiple activities of the staff is ensured through self appraisal system. It is assessed in multi step approach like

- Day to day curricular and co-curricular activities of a faculty member is monitored by the Principal through class room visits, lesson plan daily progress register, attendance register, retention of minimum 5 hours norm etc.
- Students feedback on teachers helps the institution to assess to performance of the teachers and take necessary corrective measures, if required.
- Annual self appraisal is conducted through PAR (Personal Appraisal Report). PAR submitted by the teachers are forwarded with comments by the Principal to the higher authorities for necessary review and evaluation.

What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The Principal of the institution submits the performance appraisal reports of all the teaching and non-teaching staff with certain comments to the Director Higher Education for review. In case of any adverse remarks made by the higher authorities, the same is

conveyed/ communicated to the concerned faculty member for further improvements. As per the Govt rule, consecutive negative entries in the CCR entails punitive punishment like withholding annual increment and delay in placement /promotion

What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The staffs are provided with financial and medical assistance as per Odisha Government Rules under Employees" Welfare Scheme, like:

- G.P.F
- Festival Advance
- Group Insurance Scheme (GIS)
- Reimbursement of medical expenses
- House Building Loan
- Leave travel Concession (LTC)
- Maternity leave facility for 180 days
- Updation of the faculty members with the latest news and information
- Family pension scheme
- Study leave
- Duty leave for research and attending capacity building programmes.

Percentage of staff who have availed the benefit of such schemes in the last four years:

Employees" Welfare Scheme	% of beneficiaries
G.P.F	100%
Group Insurance Scheme (GIS)	100%
Reimbursement of medical expenses	15%
House Building Loan	02 in 2012-13 01 in 2014-15
Maternity leave facility	None
Leave travel concession (LTC)	None

What are the measures taken by the institution for attracting and retaining eminent faculty?

- The measures taken by the college for attracting and retaining eminent faculty are in consonance with the rules and regulations of the University and Department of Higher Education, Odisha. As this is a Government college, transfer and posting are undertaken entirely by the Government. However, the Government is intimated about the staff positions from time to time and number of vacancies.
- Experienced guest faculties are retained for the following years.
- The college accords fair treatment to both aided and self-financed faculty in terms of sharing of various responsibilities.
- The College is committed good governance, amicable academic environment and excellent Research Oriented environment.

Financial Management and Resource Mobilization

What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The College has a separate accounts section under Accounts Bursar to deal with financial matter which is accountable to Deptt. of Higher Education and AG Odisha.

- The Higher Education Department allocates funds and grants according to the demand and requirements submitted by the college.
- For any expenditure to be made a proper demand in writing is made by the departments with full details of requirement of the apparatus, equipment, maintenance, infrastructure etc. to the Principal and the above requirements are forwarded to the purchase committee for approval.
- After approval purchases are made according to the budget allocated to them following invitation of quotations.
- The Principal scrutinizes the application and directs the official concerned to invite quotation of reputed concerns as per rules of purchase.
- A meeting of purchase committee is held on the receipt of the quotation/ tenders.

- The committee makes comparison of rates to find out the lowest quoting firm and supply orders are given to the firm quoting the lowest rates.
- The institute adheres strictly to the financial rules and regulations framed by the government regarding the purchases and procurements.
- Priority is given to the firms having EPM rate contract with state Govt. and DGS&D contract with the Central Govt. to maintain transparency.
- The items purchased are procured in good condition and entered in the stock register after physical verification installation and demonstration to the supplier so as to ensure effective and efficient utilization of the funds.
- Some items like computers, printers, fax, and Xerox machines and furniture water coolers which are sent by the higher education department directly are also procured by entering in the stock register.

What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The institutional mechanisms for internal and external audit are as follows:

- Annual stock verification of all departments, sections, hostels and library are done by internal faculty members and their reports are submitted to the higher authority.
- Annual audit of the expenditure of the college and the utilization of grants received from the Government and the UGC is done by the Department of Higher Education, Government of Odisha and the Accountant General, Odisha and their recommendations are carried out.
- Audit of the expenditures out of UGC allotments are done by Chartered Accountant.

Last audit was done in financial year – 2010-11.

Audit Objections:

- Diversion of P.L fund to finalise the bills and vouchers out of purchase of 12th Finance Commission Grant Rs. 1, 00,000/-.
- Diversion of P.L. fund of Rs 32,396/-.
- Non-adjustment of outstanding advance Rs 1, 11,280/-.

- Excess payment of pay and allowances of Rs 1578/- due to wrong calculation of increment.

Compliance:

Complied vide letter no – 439 / Dt 21.03.2014 to A.G. Office, Odisha.

What are the major sources of Institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The details of the major sources of institutional receipts/funding/grants are given below:

- Funds in the form of specific grants are received mainly from the Department of Higher Education, Govt. of Odisha.
- University Grants Commission also provides grants to the institution under the head of General Development Assistance.
- Fees and developmental funds collected from the students are another source of income of the institution.
- Annual fee is institutionally determined.
- Donations are received from voluntary donors for institution of award to meritorious students.

Any deficit is managed by subsequent grants from the Government.

No audit has been taken place during last 4 years.

Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The college devises various ways and means to mobilize the resources it needs for the welfare of the students.

- Some of the methods used by the college towards achieving these goals are given below:
- The college seeks the contributions made by the M.L.A.s / M.Ps/ Trusts from the Local Area Developmental Fund.

- Sharing the needs of the college with alumni and friends of the college for setting up of endowments – for scholarships .
- Writing for grants for specific needs to the Government, UGC, District authority

Internal Quality Assurance System (IQAS)

Internal Quality Assurance Cell (IQAC)

(a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If yes, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, the college has a functional IQAC since 04.03.2014. The institutional policy with regard to quality assurance is to sustain and enhance quality in all areas of academics and so that the mission and vision of the college are translated to reality. The policy has contributed to quality assurance through initiation of activities based on the changing needs of higher education like faculty improvement, curriculum enrichment, research up gradation, ICT based information, environmental activities and best practices.

(b) How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

IQAC of the college is very active and regularly makes decisions during its meeting which are related to quality enhancement. Some major decisions of the IQAC are-

- Up-gradation of the college into a multi faculty college.
- Physical Infrastructural Development – construction of a new Academic Block, construction of the 2nd floor of the Science Block, construction of the 1st floor of the Arts Block above the Gym room, construction of vehicle stand, construction of drainage system, renovation of Auditorium, Principal's chamber, staff quarters etc, Renovation of hostel building.
- Commissioning of Computer Laboratory.
- Purchases of equipments for all Science Laboratories.
- Installation of wi-fi facility.
- Guest teachers" recruitment through advertisement.

- Holding of seminars, workshops for research and quality development.
- Organisation of capacity building programmes of the staff and students through Training in Basic Computer knowledge, Training on food preservation techniques and career counseling Programmes.

(C) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes. The IQAC is composed of members from different stakeholders. The external members are

- Sri Himanshu Kuanr – Representative of Industries
- Dr. Banabihari Mishra – OES (I)
- Dr. K.C. Mishra – Ex. Principal, Rimuli College, Rimuli
- Dr. K.C. Nayak – Management representative
- Smt. Sangita Singh – Advocate, Alumni
- Miss Binapani Naik – Alumni
- Principal, D.D. Auto. College, Keonjhar
- Smt. Sehati Naik – Community Representative

Dr. Banabihari Mishra, Dr. K.C. Mishra, Dr. K.C. Nayak are eminent academicians who delivered talks on seminars and on various occasions for quality improvement. Sri Himanshu Kuanr, the representative of Industries guided IQAC to contact various Industry for improvement of physical infrastructure.

(d) How do students and alumni contribute to the effective functioning of the IQAC?

There are student and alumni representatives in IQAC. The alumni representatives give their suggestions on issues like promotion of research culture, industry-academia interactions, and opening of new programmes and courses. The students give feedback for system information on syllabus, courses, extension activities and enrichment programmes.

(e) How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC is composed of members from different sections like faculty, students, parents, alumni, administrative staff and management . The decisions made by this core committee are communicated to stakeholders through in house meeting, circulars, notice boards, college website. The Principal takes a close review of all the activities and suggests improvements.

Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If „yes“, give details on its operationalisation.

Yes, the institute has an integrated forum which strives for quality assurance and sustenance of the academic and administrative activities.

- The IQAC meetings are conducted to review on student"s performance, infrastructure availability and academic improvement.
- Various committees are constituted which oversees the implementation of the decisions with constant monitoring by higher authorities.
- The Administrative Bursar, the Academic Bursar, HODs, members of the committees and student committees constantly monitor the quality in all activities.
- Organisation of seminars, workshops, skill development programmes for students, computerising the library and office through HRMS helped in the Quality assurance programme.
- The non teaching staff members are provided with training on relevant modules for quality administrative activities.

Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If „yes“, give details enumerating its impact.

Yes, the institute provides training to its staff for effective implementation of the quality assurance programmes.

- The teaching faculties are encouraged to attend seminars, conferences and workshops, refresher/orientation programmes and other training to enhance their academic pursuit.
- The college organises computer awareness programme/training for the non teaching staffs.

- Training in e-evaluation, e-admission, e-submission of PAR, HRMS have their enduring impact on academic and administrative sphere.
- The resulting success of the venture is recorded and stored as data in IQAC for future reference.

Does the institution undertake Academic Audit or other external review of the academic provisions? If „yes“, how are the outcomes used to improve the institutional activities?

- The Principal conducts an academic audit of all departments every month.
- The officers of the Department of Higher Education, Odisha also make external academic audit as and when they supervise the college.
- The University sent two inspection teams in 2014-15 and 2015-16 to review the academic programmes and achievements.
- The recommendation of these different types of audits are resulted to improve the preparation of lesson plan, progress register, innovation in teaching and learning methodology.

How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Besides its own internal quality assurance mechanism, the College follows the quality assurance mechanism of its regulatory bodies like, Department of Higher Education Govt. of Odisha, The Director Higher Education, PTC (Performance Tracking cell) and North Orissa University, odisha.

What institutional mechanisms are in place to continuously review the teaching Learning process? Give details of its structure, methodologies of operations and outcome?

- The Principal and the Academic Bursar continuously review the teaching learning and evaluation process of the College
- The departmental inspection by higher authorities form an important field and tested mechanism to review teaching learning process.
- The stakeholders feedback is also another way of reviewing the teaching learning process.

Methodology of Operation

- Intensive remedial classes for the courses where the programme is below par.
- Collecting feedback from stakeholders i.e. students parents and alumni.
- Arrangement of guest lecturers for courses in emerging area.
- Appointing Guest Faculties through advertisements.
- Arranging seminar, workshop capacity building programmes and training etc.
- ITC based teaching.

Out Come

- Qualitative and responsive teaching.
- Updating the teachers with new curricular development.
- Development of a sense of belongingness.
- Regular attendance of classes.
- Improvement of standard of teaching and learning.
- High value impact on educational activity of the institution.

How does the institution communicate its quality assurance policies mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

- Admission is based on merit as per the Govt. norms with cent percent transparency.
- Faculties are encouraged to use various ICT based pedagogies for the enrichment of teaching and learning process.
- Participative leadership and team work culture upholds and improves the values and ethos of the College.

CRITERION-VII

INNOVATION

AND BEST

PRACTICES

Environment Consciousness:

Earth is the only planet in the universe where life exists because its environment is conducive to life. But over the ages man has taken the environment for granted. With industrialisation the destruction of environment started. Unnecessary destruction of environment in the name of development has taken a heavy toll on mother nature. If destruction continues at the present rate the future of earth looks bleak.

The future of life on earth depends on the level of attitude and awareness of present and upcoming generations. Keeping this in mind the students of Govt. Women's College are regularly made aware of the hazardous effects of environmental pollutions, deforestation, and mindless industrialisation. Development, preservation of environment and afforestation should go hand in hand.

Does the institute conduct a green Audit of its campus?

There is no institutional mechanism for Green Audit. But it has a system to maintain a clean and green campus like assessment of the environmental practices of the institution regarding energy conservation, paper reduction, waste management and general awareness of stake holders. Every year plantation is carried out on a large scale and dead saplings are replaced with new ones. The principal looks into the matter at periodic intervals. He also ensures regular watering and manuring of plants at regular intervals. The N.S.S. unit of the college plays active role in afforestation programmes in and outside the college campus. The college has in collaboration with Vivekananda Kendra, Kanyakumari, Keonjhar Branch declared the campus "polythene free zone" and students are sensitized through various awareness programmes not to use polythene.

What are the initiatives taken by the college to make the campus eco- friendly?

The college is committed to develop environmental consciousness among the students with a wide range of activities such as organising campaign, field visits, film screening, seminars, workshops, celebration of save water day, Polythene Free Zone and No Tobacco Zone etc.

The following initiatives are taken by the college to make the campus eco-friendly.

Energy Conservation:

- ☐ The teachers, the employees and students are pro-active to turn off the lights and fans when not in use.
- ☐ Proposal has been given to the government for installation of solar panels in the college.
- ☐ Maximum use of CFL and LED bulbs in place of florescent tube lights.
- ☐ Replacement of window ACs by Split ACs.
- ☐ Encouraging students for pulling of vehicles and use of bicycles to reduce petrol consumption and air pollution.
- Celebration of “Earth Hour Day” during which no electrical appliances are used and “Save Water Day”.
- ☐ Integration of environmental studies in course curriculum.

Water Harvesting:

Though the college is three decades old tireless and sincere efforts has not been able to solve the water problem till date. The College depends on PWD/PHED to cater to the needs of boarders, students and staff members. The problem becomes acute particularly during the summer season. So, in order to solve the above problems, proposal was initiated for installation of water harvesting system. Recharging the 1500 meters bore well was planned with collaboration. The earth underneath is rocky by nature and tank of nearly one lakh litre capacity could not be dug. The project could not see the light of the day due to technical constraints.

Check Dam Construction:

There is no scope to construct a check dam within the institution.

Efforts for Carbon Neutrality:

Carbon Neutrality efforts are taken growing through eco-friendly methods like:

- ☐ Plantation of trees and green grass patches.
- ☐ Use of Natural manure for plantation.
- ☐ The chemicals used in the laboratory are drained out after proper treatment.
- ☐ Waste re-cycling of organic waste waters in and around the campus are grouped into renewable and non-renewable. The renewable waste materials are appropriately recycled or disposed off appropriately.

Noiseless Diwali:

The college sensitises the students to observe Diwali as cracker free for a pollution free environment.

Plantation:

As Keonjhar is popular for its natural beauty which includes bustling waterfalls and hills covered with greenery, the Govt. women's college has never moved back to maintain its natural surroundings. Every year the plantation programme is carried on in the college campus as well as in the adopted village, Saras through the NSS wing of our college. "Van Mahotsav" is celebrated in our college in the first week of July with lot of enthusiasm. Students carry out a rally shouting slogans to encourage and aware the masses about the benefits of planting trees. They also distribute saplings as gifts to the people to promote environmental awareness. The College also conduct essay and debate competition on the occasion of Van Mahotsav, Environment Day is celebrated in the college.

Hazardous waste management:

While there is no possibility of generating such wastes in the college, the College will dispose of such materials in a scientific manner if generated. The staff and students are sensitised and instructed not to use polythene inside the campus.

Solid Waste Management:**Vermi- Composting:**

Vermi-composting unit is instituted by the Department of Botany for productive management of waste. Leaf litter of the college and hostels are used for vermi-composting and the rich manure is used for organic cultivation and maintaining of college garden.

Garbage Segregation:

- ☐ The waste materials are grouped into renewable and non-renewable.
- ☐ The non-renewable waste like plastics and other toxic waste materials are deposited in the non renewable garbage unit for proper scientific treatment.
- The fresher's are sensitised regarding the importance of waste segregation in maintaining a clean environment.

Ban Plastic, Ban polythene Use:

- The three „R” principles of “Reduce, Reuse, and Recycle” is followed to save the over exploitation of natural resources. The college has banned the use of plastics and polythene in the campus.
- The old books of the students, newspapers and magazines and loose papers of the office are collected and periodically sent for recycling.
- Dustbins are placed at different locations to collect loose paper plastic paper sachets/ wrappers. These dry wastes are sold out/ used for recycling.
- The college regularly conducts awareness programmes to sensitise the students on environmental issues through organization of lectures by environmentalists, celebration of various days, conduct of exhibition of eco-friendly products etc.

E- Waste Management:

- E- Waste is hazardous to the environment and health of people and it needs to be recycled and disposed in appropriate ways. After their life time, computers and their accessories are sold as scrap to local vendors. The students are advised to use Pen Drives, Flash Drives and Hard Disks as against the use and throw CDs.

7.2 Innovations:

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Academic Innovations:

Keeping in view the paradigm shift in pedagogy from teacher centric to learner centric various programmes have been organised to orient and train the faculty in latest advances of ICT based teaching-learning. Faculty competency and development programmes like training in computers, pedagogical tools, use of smart class room and workshops on excellence in higher education and CBCS system and syllabi designing are organised.

- Introduction of new programmes and courses.
- Inclusion of ICT in curriculum.
- Course enrichment analysis.
- Feedback on curriculum from stake holders and suggestions to university for improvement.
- Organisation of yoga for holistic education.

- ☐ Institution of cash awards to promote meritocracy.
- ☐ Use of modern teaching aids tools.

Continuous and comprehensive Evaluation:

- ☐ The College conducts regular unit-wise tests, half yearly, annual examination and different forms of formative tests to ensure effective learning outcome.
- Mentoring student's progress and communication to the parents through SMS.
- ☐ Transparent mechanism for redressal of grievance regarding evaluation.
- ☐ Continuous monitoring of student progress.
- ☐ Provision of Mentoring.

Mentoring:

Mentoring is a valuable strategy to provide the students intellectual and academic support to the students. The College is committed to provide intellectual and emotional support to girl students through mentoring. Mentoring focuses and motivates students toward achieving their goals. The students feel that there is someone who cares about them and they are not alone to deal with day to day challenges.

S.M.S. mode of communication:

The College conducts regular examinations as mentioned above and apprises the parents /guardians on the performance of their wards through S.M.S. Apart from that the College also informs them on the scheduled dates of examination and the percentage of attendance of the students. S M.S. mode of communication helps the parents/ guardians to connect with the teachers of the college and to keep a vigilant eye on their wards.

Capacity Building of Students:

- ☐ The College has an ultra modern language laboratory. Various programmes related to latest development in communication skills are imparted to students from time to time. These programmes are aimed at updating and training the students in recent development, thereby preparing them for various competitive exams which require communicating skills.
- ☐ ICT based teaching learning.
- ☐ Conduct of seminar at periodic basis.
- ☐ Organising of workshops and training programmes.

Administrative:

The college conducts its various administrative works under the following heads:

Office Automation through e-despatch:

The Govt. Communicates with the institution through e-despatch and the vice versa.

- ☐ Uniform H.R. policy of the government through HRMS
- ☐ Performance Appraisal Report (PAR).
- ☐ Welfare Schemes for the Staff like preparation of salary bills, grant of festival advance, reimbursement of cost of medicine, group Insurance facility etc..
- ☐ Online submission of Return of Intermediate in the University.
- ☐ E-scholarship submission of application and release of funds for the students.

E- admission:

Online admission process has been going on under the project Students Academic Management Systems (SAMS) for the last three years. The SAMS centre is managed by the experienced faculty members of the college.

E- Billing:

The salary of the employees are prepared through e- billing system.

E- governance:

The governance of the college is completely computerised.

Feedback Mechanism:

The college believes in quality education and seeks feedbacks from the students/parents/Alumni. After getting such feedbacks on different study related issues the matters are analysed and discussed properly in meetings with the concerned HODs staff council and suggestions are given to the University for incorporation.

Students support services:

- Various Cells have been set up to cater to the intellectual, psychological and social needs of the students.
- Students Welfare Activities, Students Leadership Development Programme and Counseling Cells are set up to cater to the needs of students.
- Awards, certificates and prizes are given among in various literary and cultural activities to encourage the students.

Extra Curricular Activities:

- The college publishes its Annual Magazine “Vijaylaxmi” and Calender every year.
- Talent search week is organised every year to bring out the hidden talent of the students in different fields and to guide them in proper direction.
- Different national and international days are observed to create awareness among the students and to become a responsible part of the society.
- Blood donation camp, and regular health check up camp are organised.
- Apart from that Traffic Awareness, Road Safety, Active Citizenship programmes are organised.

Extension Activities:

- The college has adopted a Village and the School in the village as a part of institutional social responsibility.
- Free teachings are provided by our staff and students NSS volunteers at different schools.
- Fund raising measures have been taken up for charity on the Armed Forces Flag Day and natural calamities like flood, drought etc.
- Assisting police in traffic regulation, road safety norms and traffic rules.
- Special camp.
- Road safety.

Best Practices:**Format for Presentation of Practices****Title of the Practice: 1. Martial Art****Training Goal:**

The current social condition appears to be full of dangers for girls. The news papers carry everyday with disturbing news against women. Keeping this in view the college provides free Martial Art training to students. It instills self confidence in them to face the world. Apart from self confidence it also teaches them the value of discipline, keeps them physically fit and mentally alert.

The Context:

The college being exclusively meant for girls draws unwanted attention from anti-social elements. In order to secure the students from such elements training in martial arts is a must. Keeping this in view students are encouraged to learn martial arts

which is provided free of cost. Further the college has a well equipped modern gym and students regularly use an hour under the able guidance of PET. Some of the students who have attained master training in martial arts also visit other colleges and schools to train others. Some of the students have also fared well in various martial art competitions.

The Practice:

- The self defence training is one of the best practices for girls to cope with present scenario.
- Every now and then we come across news related to sexual harassment, eve teasing, unwelcome advances, acid attack and other inhuman practices against women.
- The girls of the country are yet to achieve complete rights and freedoms. In order to get rid of this self defence training programmes have been introduced which is highly beneficial for girl students.
- Every year the girl students are trained by master trainers without any cost and they are getting benefit of it.
- 800 students were successfully trained by the master trainers since its inception in 2013.

Evidence of success:

- After completion of self defence training a case study was undertaken to ascertain the impact on student.
- We have received some positive remarks from the students as well as their parents. 70 % students replied that they can protect themselves from the lurking dangers.
- 90 % students replied that they can travel alone without fear.
- 40 % students replied that if situation demands then they can protect their friends and their parents. Some students replied that their parents are now less worried about their safety.

Problems Encountered:

As there is lack of adequate hostel facilities in our college, students living outside the hostel or district headquarter show lack of enthusiasm towards self defence training.

Notes (optional):

The practice has drawn the focus of attention of the notary public, elitist parents and media. The feedback received speaks volume about the desirability and success of the programme. The media has also appreciated this innovative practice in laudable words.

7. 3.2 Title of the Practice:- 2. Value Based Education**Goal:**

In recent years it is observed that there has been a substantial erosion of values in all sphere of life and the society is moving away from social, spiritual and moral values. In spite of spectacular achievements in science and technology, man is not happy. In the midst of material prosperity a large section of humanity is under the grips of poverty, immorality and corruption. Everywhere there is misinformation, distortion and discontentment. Hypocrisy and lubricacy has become the order of the day. Education which has a huge meaning in our life has been reduced to just a means of earning our livelihood. It has become a matter of great concern to every right thinking citizen. Therefore, growing need is felt to create awareness to focus attention on the value component of education and to reorient formal education for value based education. In the national policy on education, emphasis has been laid on inculcation of values through core elements of curriculum which cut across subject areas and design.

Presently value based education is treated as a national priority in India. Value based education is an approach to teach and work with values which creates strong learning environment. It has to be imparted not merely as a subject or topic but as a practical skill, as a social behaviour. It is the training of the heart and consists of developing the right feeling and emotions, right approach to life and right view of life. It should transcend all subjects, all programmes and activities of the educational institutions and should be reflected in the character and conduct of students. The purpose of value based education is to develop integrated and balanced personality.

Keeping in view the importance of values in human life and for social upliftment, the college has adopted value based education as its best practice 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 team-work to make the students not only intellectually competent but also morally upright, socially aware, spiritually awakened and patriotic citizen of the country.

The context:

Education is the vehicle of knowledge, self- preservation and success. Education not only provides us a platform for success, but also provides knowledge of social conduct, character and self respect. The greatest gift given by education is the knowledge of unconditional love and a set of values. Value based education is the greatest tool which not only gives us a profession which we can pursue but also a purpose in life. The purpose of our life is undoubtedly to know oneself and be ourselves. The aim of educational institution should be to make students responsible components of the society. It prepares students for social service develops one's personality and towards nation building foster spiritual faith devotion and self surrender.

The Practice:

- Steps are taken for full development of students' personality in their physical, mental, emotional and spiritual aspects.
- Students are taught in good manner and are advised to behave like responsible and cooperative citizens.
- Programmes related to inculcation of spirit of patriotism, Humanism and national integration are held periodically.
- Students are encouraged to develop a democratic way of living and thinking.
- Students are encouraged to contribute to the "Thought of the Day" display-board.
- Students are encouraged to have faith in themselves and also in some supernatural power and order that is supposed to control this universe and human life.
- Value based quotations from various sources are displayed at proper places to inspire both teachers and students.
- Photographs of great teachers are displayed in the staff common room.
- Incentives like awards are given to the teachers who do a lot for value education for the students.

- Every year “Teacher’s Day” is observed in the college to maintain professional ethics and value system.
- The programme of value education has been realised through various activities like encouraging our students to participate in environmental drives like campus cleaning, plantation, visit to orphanages and blood donation camps.
- Students are encouraged to look beyond their class room teachings and books. Books on great leaders like Dr. B.R. Ambedkar, Mahatma Gandhi, Dharamnidhar Bhuyan, etc. are abundant in our college library. The students are encouraged to go through their lives along with books related to their syllabus.
- Essay and debate competitions based on current topics and social issues are held at regular intervals. The purpose of such competitions is to update and raise awareness among girls about the burning current topics and social issues.
- The rich cultural art and heritage of Keonjhar is exhibited, displayed and celebrated in annual function through Changu dance, Shantali, Ho, Mundari and Jhumar folk dance which are on the verge of extinction in today’s age of modern dance.
- Vivekananda Kendra Kanyakumari, Keonjhar Branch along with the N.S.S. wings of the college conducted awareness programmes on campus cleaning, Road Safety and Traffic, Junk food, and the harmful effects of Polythene.
- Yoga classes are a part and parcel of the college routine. Regular yoga classes for different classes are held in the college field as well as in the hostels. The P.E.T. is entrusted with the responsibility of conducting the classes on a regular basis. Yoga keeps students physically fit and mentally healthy and alert.
- A workshop on “Contribution of Swami Vivekananda on Value based Education” was conducted in the College with collaboration of Vivekananda Kendra, Kanyakumari, keonjhar Branch in the College Auditorium on 11-01-16. It was followed by an interactive seminar and pictorial exhibition in Room NO-20.
- A Yoga camp was held on 20-01-16 at 7 A.M. in the meeting- hall of Hostel No-2 (Sukanya) . Bansha Prabhakar, a Yoga trainer from Vivekananda Institute, Kanyakumari, keonjhar trained the boarders.
- Representative of Dev Sanskrit Viswa Vidyalaya, Santikunj Haridwar (UP) interacted with the students and staff members of the College on the importance of Vedic culture in modern life and education on 30-01-2016.

- Department of education has conducted seminar on “concept and methods of value based Education” on 13-01-16. Dr. Smt. B. Satapathy, Principal, DIET, Keonjhar was the resource person.

Evidence of Success:

- The efforts of the college in imparting value based education are evident in its success in various fields morality and sincerely in motive and action.
- Positive and encouraging feedback from parents and alumni of the college has been received regarding the graduate attributes of the students graduating from this college like Self education, character building, Self control love for nation.
- The NSS volunteers had organised a cleanliness drive programme at the adopted village Saras. An eye camp for cataract was also organised in collaboration with Rotary club at the adopted village.
- Street plays were performed to expose various social evils like dowry system, atrocities on women and superstitions.
- It was highly appreciated by the locals.
- Unshaken faith in one self which keeps them confident in any trying situation.
- Strength and training of body and mind to work ceaselessly uncompromisingly towards purpose of life.

Problems Encountered:

- The greatest problem dogging our college is lack of adequate number of hostel seats. In spite of being selected to take admission many students opt out of the college when they don't get a hostel seat.
- The problem is further compounded by lack of infrastructure.
- The class rooms are not large enough to accommodate the number of students after the government decided to increase the number of seats in the college.
- Many of the senior teachers have retired in the last two or three years. The government is yet to fill the vacant posts. It over burdens the existing staff.

PROFILE OF THE DEPARTMENTS

A- ARTS

DEPARTMENT OF ECONOMICS

1. Name of the Department: **Economics**
2. Year of establishment: **1979 BA General**
1991 BA Economics
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG BA Economics and BA General**
4. Names of Interdisciplinary courses and the departments/ units involved: **English, Odia, History, environmental Studies and Environment Economics In addition to this, the students of the department opt for two elective courses in other subjects like IP,LIH,Education,Odia, Sanskrit, Sociology etc.**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **YES, Commerce The members of the Department take Business Economics course for Commerce students.**
7. Courses in collaboration with Commerce other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader	01	01
Assistant Professors/ Lecturers	01	01
Part Time Faculty	01	01
Guest Faculty		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Harekrishna Nayak	Ph.D	Principal, Reader Grade	Monetary Economics	35years	NIL
SriSatyajit Dasmohapatra	M.A.	Reader	Mathematical Economics Econometrics	29years	NIL

Dr. Banishree Das	Ph.D.	Lecturer	Mathematical Economics Econometrics	03 years	NIL
Smt. Sasmita Behera	M.A. M.Phil	Lecturer	Mathematical Economics Econometrics	01 years	NIL

11. List of senior visiting faculty: **NIL**
 12. Percentage of lectures delivered and practical classes handled (programme wise)
by temporary faculty: **NIL**
 13. Student -Teacher Ratio (programme wise): **12:1**
 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph.D.-02 M.A.-02
 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
 17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
 18. Research Centre /facility recognized by the University: **NIL**
 19. Publications:
 - a) Publication per faculty: Dr. Banishree Das
 - (I) Status of Women under free marketing: with special reference to the rural sector of India; Asian Profile, vol-35(5), Canada oct-2007.
 - (II) Women and Technology, paper published in the congress, volume, World Economic Congress held at Helesinki University, Helesinki, 2006.
 - (II) Gender Dynamics in India, published in Social Sector Development. N.C. Nayak and B.Chatterjee, IIT Kharagpur, 2007.
 - (IV) Gambling Industry VS. Role of the State under Globalization Regime, Utkal Economic Papers, Vol-13: 79-94, 2006-07.
- Number of papers published in peer reviewed journals (national /international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International

Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **Dr. H. K Nayak is a member of the Syndicate, North Orissa University, life member of All Orissa Economics Association**

Dr. Banishree Das is the Life member of Indian Economic Association, member of the District Planning board, Keonjhar

22. Student projects: NIL

The students of the Deptt have undertaken two survey Projects – Socio-Economic Survey of Juangas in Keonjhar District and Financial Inclusion

a)Percentage of students who have done in-house projects including inter departmental/programme: 80% of students have participated in Survey Projects

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23.Awards / Recognitions received by faculty and students:

University Position Holders

Year	Position	Name	Roll No
2013	Topper	Sovna Mohapatra	0305K10008
2014	Ninth	Selica Priyadarsini Mishra	0305K11005
2015	Sixth	Itishree Prusty	0305K12011

Annapurna Mishra Memorial Award Holders

Year	Name	Roll No
2014-15	Selica Priyadarsini Mishra	0305K11005
2015 -16	Itishree Prusty	0305K12011

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2015-16	Keonjhar Dist. Cooperative Union Ltd., Keonjhar	Odia Debate	First	Debjani Patra +3 3 rd year Arts
2015-16	IQAC, Govt. Women"s College, Keonjhar	Odia Debate on "Pani Panchayat"	Third	Debjani Patra +3 3 rd year Arts
2015-16	IQAC, Govt. Women"s College, Keonjhar	Odia Debate on "Pani Panchayat"	Third	Apama Sahu +3 3 rd year Arts

24. List of eminent academicians and scientists / visitors to the department: **Prof. Das, Former Vice Chancellor of F.M. University, Dr. R.N. Patra, Training Officer. Gopabandhu Academy of Administration, Bhubaneswar . Prof. Jagannath Lenka, HOD Economics , North Orissa University.**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: NIL

(b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.) 2016-17	16	16		15	
+3 1 ST YEAR (HONS.) 2015-16	42	24		16	
+3 2 ND YEAR (HONS.) 2014-15	29	19		09	100

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
BA General	100	0	0
BA Economics	100		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	70
PG to M.Phil.	30
PG to Ph.D.	10
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library: **Available**
- b) Internet facilities for Staff & Students :- **Available**
- c) Class rooms with ICT facility: **Smart Room with ICT facilities available when required**
- d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving Post Metric Scholarship other scholarships as per the rule of the Government .**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts;- **Seminar with external experts, special lecturers, Surveys, Industrial Visits.**
33. Teaching methods adopted to improve student learning: **Lecture, interactive method,Power Point Presentation, monthly examination, departmental seminars, Social surveys.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students of the Department participate in ISR and extension activities through NSS and YRC.Besides, the students actively participate in Awareness Camps, Active Citizenship Programme and other cultural and Village adoptionProgrammes.**
35. SWOC analysis of the department and Future plans

S – Strength:

- ☐ 2 faculty members having Ph.D qualification.
- ☐ The teacher-student ratio is small, so the teacher can give individual attention.
- ☐ Regular seminar discussion.
- ☐ Seminar library and internet connectivity .
- ☐ Highly disciplined and motivated students.
- ☐ Evaluation and publication of Test examination results on time.
- ☐ Continuous and comprehensive evaluation.
- ☐ IQAC, which forms the policies for quality enhancement of the Department.
- .

Weakness:

- ☐ Inadequate regular teaching faculty.
- ☐ Great pool of alumni but week alumni network.

Opportunities:

- ☐ Good placement opportunities.
- ☐ Scope for research.
- ☐ Using of Internet and online resources.
- ☐ Effective teaching to heterogeneous group of students.

Challenges:

- ☐ First generation students hailing from poor academic background.
- ☐ Producing students with updated knowledge in the field of Economics.
- ☐ Adjusting to rapidly changing socio-economic environment.
- ☐ Encourage and motivate the students.
- ☐ Syllabus not student friendly.

Future Plans - 1. Enrichment of dept. library 2.Organisation of National Seminar and Workshops

Help students of departments to increase their quantitative aptitude skill so that they can get through any competitive examinations.

DEPARTMENT OF EDUCATION

1. Name of the Department: **EDUCATION**

2. Year of establishment: **1979 BA General**

2014 BA Eductaion

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG BA Education and BA General**

4. Names of Interdisciplinary courses and the departments/ units involved: **English, Odia**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **NIL**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader	01	01
Assistant Professors/ Lecturers	01	01
Part Time Faculty		
Guest Faculty	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Sadasiba Maharana	Ph.D.	Reader	Educational measurement and evaluation Education and vocational guidance	33	1.Viva to be conducted 2. On the process

Sri Narendra Kumar Pradhan	M.A.	Reader	Historical development of Education in India Adv. Statistical methods in Educational Res.	29	NIL
Kumudini Banra	M.A.	Lecturer	Educational Administration and Supervision Guidance Programme in Education	01	NIL

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **30 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **32:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph.D.-01, P.G.-02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty:

Number of papers published in peer reviewed journals (national /international) by faculty and students: **Publication of Dr. Maharana**

SL No	Title	Name of the Journal & publisher volume , Year & pages
1	ETV Programmes for the Children in the age group 9-11 under INSAT	Journal of Educational Planning and Administration (NIEPA) New Delhi Vol-1 1986 Ph-54-62

2	Conservation of Rigidity among Tribal and non tribal students of Koraput district- A comparative Study	Journal of Educational research and Extension , Coimbatore Vol.36(I) January –March1999 Pg. 1-10
3	Attitude of Paraja and Kandha people towards small family and population education –A-Comparative study	The research –DAV College Koraput Vol-1.1 2005 Pg 27-30
4	Job satisfaction of shikshya Sahayakas at Primary school level in Puri district of Odisha	An international Registered and referred monthly journal research link issue-120 Vol-XIII(I) march-2014.Pg. 145-16

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards:

- Dr. Sadashib Maharane is the member of the Board of Studies of North Orissa University
- Life member of All India Association for Educational Technology
- Life member of Society for learning Research and development.

22. Student projects: NIL

a) Percentage of students who have done in-house projects including inter

departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students:

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2015	Collector & District Magistrate, Keonjhar	One Act Play	Awarded for participation	Laxmi Priya Bebarta

24. List of eminent academicians and scientists / visitors to the department:

- Prof. S.M Pany, Retd. Principal, RNIASE, Cuttack- Delivered a talk on “Strategies for quality enhancement in Higher Education” on dt.06-12-2014.
- Sri Mathuri Behera, Lect. In Education, T.T. Mahavidyalaya, Ghatagaon- as a resource person in a seminar on “ Selection and statement of instructional objectives” dt. 31-12-2015.
- Dr. (Smt.) B. Satapathy, Principal , DIET, Keonjhar- as a resource person in a seminar on “Concept and methods of Value Based Education” dt.13-01-2016.

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentag
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	57	32		32	
+3 2 ND YEAR (HONS.)	54	38		38	
+3 3 RD YEAR (HONS.)	51	35		35	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

a) Library: **Available**

b) Internet facilities for Staff & Students:- **Yes**

c) Class rooms with ICT facility: **One SMART Class Room**

d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving Post Matric Scholarship from the Government as per the rules.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:- Special classes for slow learners, Students mentoring- Unit end test-field tour.

33. Teaching methods adopted to improve student learning: **Lecture, monthly examination, departmental seminars DG PPT Interactive Method.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students practice in MDM/ Awareness programme.**

35. SWOC analysis of the department and Future plans

S – Strength – Regular seminars/ Good Academic Environment/ Seminar Library highly motivated, Disciplined and sincere students IQAC.

W – Weakness – Recently started Hons/ shortage of staff.

O- Opportunity– Giving students a vocational bias towards teaching profession Development of pedagogical Skills among students.

C- Challenge – Producing Efficient , sincere and dedicated students competent in content knowledge and pedagogical skills.

Future Plans - 1. Enrichment of dept. library 2.Organisation of National Seminar and Workshops

DEPARTMENT OF ENGLISH

1. Name of the Department: **English**

2. Year of establishment: **1979 BA General and 2014 BA (Hons)**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG-B.A. English**

4. Names of Interdisciplinary courses and the departments/ units involved: **Students having English Honours take other subjects viz. Landmarks in Indian History, Indian Polity, Indian Economy, Sanskrit, Sociology etc as their elective subjects and M.I.L(Odia), ISC and EVS as their compulsory subjects.**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **Compulsory English in Arts and Science, Communicative English in Commerce.**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers	02	01
Part Time Faculty	02	02
Guest Faculty	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Prative Manjari Dash	Ph.D	Lecturer	Linguistics	09	NIL
Sri.Haraprasad K Majhi	M.phil	Lecturer	American Literature	05	NIL
Sri.Manoranjan Sahu	M.Phil.	Lecturer	Linguistics	05	NIL

Mrs. Reshma Bankiray	M.Phil	Lecturer	American Literature	02	NIL
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11. List of senior visiting faculty: **Dr.Kartik Chandra Mishra**
12. Percentage of lectures delivered and practical classes handled (programme wise)
by temporary faculty: **30 % of courses are handled by temporary faculty.**
13. Student -Teacher Ratio (programme wise): B.A.English - 03:01
U.G.General – 128:01
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: **Ph.D-01, M.phil.-03**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:
 - a) Publication per faculty:

Number of papers published in peer reviewed journals (national / International) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

 - ☐ Monographs
 - ☐ Chapter in Books
 - ☐ Books Edited
 - ☐ Books with ISBN/ISSN numbers with details of publishers
 - ☐ Citation Index
 - ☐ SNIP
 - ☐ SJR

☐ Impact factor

☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards....**NIL**

22. Student projects: **NIL**

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: **Ph.D degree awarded on “Indianization of English in Mulk Raj Anand”s Novels”(Linguistics) to Dr.Prativa Manjari Dash from Sambalpur University.**

24. List of eminent academicians and scientists / visitors to the department:

☐ Dr.Ghanashyam Mohanty(Retd. Reader in English)

☐ Dr.Kartik Chandra Mishra(Former Principal,Remuli College,Remuli)

☐ Dr.B.K.Tripathy (Prof.,Department of English,Jyoti Vihar,Burla)

☐ Dr.Debapriya Dash (JKBK College,Cuttack)

☐ Dr.Rajnikant Nayak(Former Professor,Ravenshaw University)

25. Seminars/ Conferences/Workshops organized & the source of funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.Arts	*				
U.G.Science	*				
U.G.Commerce	*				
+3 1ST YEAR (HONS.) 2015-16	20	16		05	
+3 2ND YEAR (HONS.) 2014-15	18	15		03	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of student s from abroad
UG	100	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	30%
Entrepreneurship/Self-employment	40%

30. Details of Infrastructural facilities a) Library: **Seminar Library.**
 b) Internet facilities for Staff & Students;- **Available.**
 c) Class rooms with ICT facility: **Available.**
 d) Laboratories: **NotApplicable.**
31. Number of students receiving financial assistance from college, university, government or other agencies:
Receiving Post Matric Scholarship from the government and other scholarships as per Govt. rules.
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts – **Seminars, Special lectures, workshops,enhancement of communication and soft skills etc .**
33. Teaching methods adopted to improve student learning: **Lecture method, interactive Method , PowerPoint presentation,Use of audio Visual aids ,Special class for slow learners conduct formative test , summative test and mentoring the students monthly examination, departmental seminars etc.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students participate in NSS and YRC programmes and other awareness programmes.**
35. SWOC analysis of the department and Future plans

S – Strength = Efficiency and sincerity of teachers and whole hearted occupation of students in their studies,IQAC which takes quality enhancement measures,well-furnished Language Laboratory.

W – Weakness – Inadequate books in Library ,Inadequate regular teaching faculty. less no of students admitted as most of the students are first generation learners.

O- Opportunity– Using online resources for teaching of phonetics and communication skills,Exposure to various career opportunities.

C- Challenge – To be accustomed with a foreign as well as an international language. Teaching students from diverse socio-economic and educational background.

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops.

DEPARTMENT OF HISTORY

1. Name of the Department: **HISTORY**

2. Year of establishment: **2014**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **B.A (General) & B.A (History)**

4. Names of Interdisciplinary courses and the departments/ units involved: **The students of B.A History take elective courses in other subjects and compulsory subjects in English, M.I.L and Environmental Studies.**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: The Dept. Teaches **Indian Society and Culture in UG Arts & Commerce.**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader	01	01
Assistant Professors/ Lecturers	NIL	NIL
Part Time Faculty	NIL	01
Guest Faculty	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Pravakar Naik	M.A. Ph.D	Reader	Ancient India	27	NIL
Miss. Sasmita Majari Naik	M.A.M.Phil	Lecturer	Medieval India	01	NIL

Ranjan Behera	Ku.M.A. M.phil.	Lecturer		02	NIL
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11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **30 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **38:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph. D -01, M.phil.-01, P.G.-01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty: **NIL**

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

☐ Monographs

☐ Chapter in Books

☐ Books Edited

☐ Books with ISBN/ISSN numbers with details of publishers

☐ Citation Index

☐ SNIP

☐ SJR

☐ Impact factor

☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards/Member of Board of Studies in History- 02

22. Student projects: NIL

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students:

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2014-15	Dist. Annual Atheletic Meet, Keonjhar	Discus Throw	Awarded for participation	Ankita Behera

24. List of eminent academicians and scientists / visitors to the department: 01

- Biswaranjan Dhala, Lecturer in History, D.D. Auto. College, Keonjhar - Topic "Source of History" on dt.07-09-2015
- Diptiprakash Sahu, Dept. Of Tourism and Hostel management, D.D. (Auto) College, keonjhar- Seminar on 9Career opportunity in Tourism and Hospitality management" organised by Hist Dept and career counselling on 21-01-16

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: NIL

(b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)		20		20	
+3 2 ND YEAR (HONS.)		21		21	
+3 3 RD YEAR (HONS.)					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed • Campus selection • Other than campus recruitment	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **Yes (Seminar Library)**
- ☐ Internet facilities for Staff & Students: **YES.**
- ☐ Class rooms with ICT facility: **One Smart Room available when required.**
- ☐ Laboratories: **Not Applicable.**

31. Number of students receiving financial assistance from college, university, Government or other agencies: **Receiving Post Metric Scholarship from the Government.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

- Extra-mural lecture by eminent academician are regularly arranged.
- Departmental seminar with external experts.
- Mentoring.
- Special classes for slow learners.
- Conduct of test after completion of every unit.

33. Teaching methods adopted to improve student learning:

- ☐ Lecture method
- ☐ Interactive
- ☐ Use of Audio-Visual Aids and LCD Projector

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- ☐ Awareness rally
- ☐ Gender Sensitization Programme
- ☐ Active Citizenship Programme
- ☐ Blood donation camp
- ☐ Campus Cleaning
- ☐ Plantation.
- ☐ Students of the Department also participate in NSS and Youth Red Cross programmes as volunteers.

35. SWOC analysis of the department and Future plans

S – Strength =

- ☐ Regular classes and seminar discussion.
- ☐ Seminar library.
- ☐ Highly disciplined and motivated students.
- ☐ Evaluation and publication of Test examination results on time.
- ☐ Continuous and comprehensive evaluation.
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

W – Weakness – Shortage of teaching staff

O- Opportunity–.

- ☐ Good placement opportunity
- ☐ Scope for research
- ☐ Effective teaching to heterogenous group of students.

C- Challenge –

- Students from poor academic background
- Lack of interest of students in theory-based subjects.

Future Plans – 1. Organisation of National Seminar and Workshops.

DEPARTMENT OF HOME SCIENCE

1. Name of the Department - **HOME SCIENCE**

2. Year of establishment: **B.A (General) – 1979 B.A (Honours) -1992**

3. Names of programmes/courses offered:

B.A – General

B.A Home Science

4. Names of Interdisciplinary courses and Departments involved:

Students of the Department choose two elective options of other Departments like Indian Polity, Indian Economics, LIH, Odia, Education. They also undertake compulsory courses in English, MIL, Environmental Studies and Indian Society & Culture.

5. Annual/Semester/Choice based credit system: **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the Department in the courses offered by other Departments: **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**

8. Details of courses/ programmes discontinued (if any) with reasons: **Nil**

9. No. of teaching post sanctioned and filled:

POST	SANCTIONED	FILLED
PROFESSOR		
ASSOCIATE PROFESSOR		
ASSISTANT PROFESSOR	03	00
PART-TIME FACULTY		01
GUEST FACULTY		02

10. Faculty Profile with name, qualification, Specialization (D.Sc /D.Litt /Ph.D /M.Phil) etc.

NAME	QUALIFICATION	DESIGNATION	SPECIALIZATION	NO. OF YEARS OF EXPERIENCE	NO. OF PH.D. STUDENTS GUIDED IN THE LAST 4 YEARS
Miss Vijayeta Priyadarshini	M.A.	Lecturer	Extension Education	04	-

Miss Kalpalata Das	M.A	Lecturer	Human Development	03	-
Miss Itishree Swain	M.A	Lecturer	Extension Education	02	-

11. List of senior visiting faculty:

Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

	+3 1 st Yr				+3 2 nd Yr				+3 3 rd Yr			
	Theory Classes/week		Practical Classes/week		Theory Classes/week		Practical Classes/week		Theory Classes/week		Practical Classes/week	
	Total	Allotted	Total	Allotted	Total	Allotted	Total	Allotted	Total	Allotted	Total	Allotted
	06		02		12		04		06		01	
Miss Vijayeta Priyadarshini		03 50%										
Miss Kalpalata Das		03 50%		01 50%		05 42%		01 25%		03 50%		
Miss Itishree Swain		-		01 50%		07 58%		03 75%		03 50%		01 100%

13. Student Teacher Ratio (Programme-wise): 29:01 (Hons)

14. No. of academic support staff (technical) and administrative staff sanctioned & filled:

Demonstrator – 01

15. Qualifications of teaching faculty with DSc / D.Litt./Ph.D/MPhil/PG:

Same as No. 10

16. Number of faculty with ongoing projects from a) National, b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST, FIST, DBT, ICSSR etc. and total grants received: Nil

18. Research Centre/ facility recognized by the University: No

19. Publications:

a) Publication per faculty –

- **Miss Vijayeta Priyadarshini**

Number of papers published in peer reviewed journals (national/international) – 05

RESEARCH PUBLICATION:

Sl. No.	Title of Paper	Journal	Year of Publication
01	Purchasing Practice of The Consumers Towards Ready to Eat Food Products	Asian Journal of Home Science (International Refereed)	2015
02	Concern and Dissatisfaction about Body Image and Body Weight among Urban Adolescent Girls	Asian Journal of Home Science (International Refereed)	2015
03	Awareness and Use of Food Labelling Information among Consumers in Bhubaneswar City	Food Science Research Journal (International Refereed)	2014
04	Level of Awareness among the Rural Consumer of Balasore District	Journal of Extension Education, OUAT BBSR	2013
05	Nutritional Status of Adolescent Girls from Urban Slum Area of Bhubaneswar	Journal of Extension Education, OUAT BBSR	2011

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) – Nil
- Monographs – Nil
- Chapter in Books – Nil
- Books Edited – Nil
- Books with ISBN/ISSN numbers with details of publishers – Nil
- Citation Index – Nil
- SNIP – Nil
- SJR – Nil
- Impact factor – **02**

Sl. No.	Title of Paper	Journal	Year of Publication
01	Hygienic Practice among the Food Handlers in Fast Food Establishments	International Journal of Family and Home Science	2015 General Impact Factor : 2.0854
02	Food Safety Awareness and Practices by Home Makers in Bhubaneswar City, Odisha	Food Science Research Journal (International Refereed)	2015 International Scientific Indexing Impact Factor : 1.236

h-index – Nil

20. Areas of consultancy and income generated: **Nil**

21. Faculty as member in a) National Committees b) International Committees c) Editorial Boards:

- **Miss Vijayeta Priyadarshini**

Life member of

- Home Science Association of India.
- Nutrition Society of India.
- Orissa Society of Extension Education, OUAT, Bhubaneswar.
- Annual Member of RC - 07, Indian Sociological Society.

22. Students projects:

- Percentage of students who have done in-house projects including inter departmental/programme: **Nil**
- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **Nil**

23. Awards/recognitions received by faculty and students:

Faculty – 0;

Students –

Ms. Heera Majhi (National level Athlete and University Champion in Sports)

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2014-15	N.O.U. Sports Council	1500 meter race	2 nd	Heera Majhi +3 1 st year Arts
	N.O.U. Sports Council	800 meter race	2 nd	Do
	N.O.U. Sports Council	High Jump	1 st	Do
	District Athletic Association	3000 meter race	1 st	Do
2015-16	N.O.U. Sports Council	800 meter race	1st	Heera Majhi +3 2 nd year Arts
	N.O.U. Sports Council	Inter College Athletic Meet held at Jashipur, Keonjhar	Champion	Do
	N.O.U. Sports Council	1500 Meter race	1st	Do
	Rajiv Gandhi Khel Abhiyan State Level Womens Competition	8000 meter race	2nd	Do
	Mayurbhanj Mini Marathon organized by dist. Admn. And Mayurbhanj Athletic Association	Marathon race	3rd	Do
	Biju Pattanaik Mini Marathon State Level Women Sports Competition at Kalinga Stadium Bbsr, Dept. of Sports ant Youth Services Govt. of Odisha	Marathon race	6th	Do
2015-16	National Level Women sports committee held at Jammu Kashmir	800 MT race	6th	Heera Majhi +3 2 nd year Arts
2015-16	Dept. of higher Education Govt. of Odisha	Training programme for Self defence	Master Trainer	Do

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2015-16	SSDCC Dance Competition, Old Town, Keonjhar	SSDCC	Awarded for Dance	Arati Patra +3 1 st year Arts
2015-16	NOU Sports Council at Jashipur, Keonjhar	Inter-College Athletic Meet	Awarded for participation	Priyanka Sharma +3 3 rd year Arts
2015-16	Dist. Annual Athletic Association Meet, Keonjhar	200 meters race	Third	Anjana Naik

University Position Holders

Year	Position	Name	Roll No
2012	Second	Swagatika Sahoo	0905K09019
	Third	Babita Singh	0905K09022
	Fifth	Kalpana Manjari Giri	0905K09004
	Tenth	Manjumani Beshra	0905K09002
2013	Topper	Sasmita Sahu	0905K10021
	Forth	Mahima Swain	0905K10023
	Sixth	Harapriya Chakra	0905K10001
	Ninth	Diptirani Ram	0905K10018
	Tenth	Malati Majhi	0905K10005
2014	Third	Nalini Namita Mahanta	0905K11015
	Fifth	Yashoda Mahanta	0905K11017
	Sixth	Subhra Swain	0905K11030
	Ninth	Sasmitarani Behera	0905K11005
2015	Third	Tarini Patra	0905K12025
	Sixth	Tapaswini Naik	0905K12021
	Seventh	Pratigyan Dash	0905K12004
	Eighth	Yostnarani Patra	0905K12026
2016	First	Meera Mahakud	0905K13004

Annapurna Mishra Memorial Award Holders

Year	Name	Roll No
2014-15	Nalini Namita Mahanta	0905K11015
2015 -16	Tarini Patra	0905K12025

24. List of eminent academicians and scientists/ visitors to the department:

- Ms. Basanti Sengupta, H.O.D in Home Science, Mahila Mahavidyalaya, Rairangpur.
- Mrs Basanta Manjari Mishra, H.O.D in Home Science, K.M. Women"s College, Anandapur.
- Mrs Seena Mohanty, Lecturer in Home Science, K.M. Women"s College, Anandapur.
- Mrs Sunita manjari Ray, H.O.D in Home Science, Joda Women"s College, Joda.
- Dr. Laxmipriya Dei, Ex. Principal, Govt. Women"s College, Keonjhar.

25. Seminars/ Conferences/ Workshops organized and the sources of funding

- National: **Nil**
- International: **Nil**

26. Students profile programme/ course wise

NAME OF THE COURSE (REFER QUESTION NO. 4)	APPLICATIONS RECEIVED	SELECTED	ENROLLED		PASS PERCENTAGE
			M	F	
U.G. Home Sc	38	32		30	
Yr 2012 – 13					100%
2013 – 14					100%
2014 – 15					60%

27. Diversity of students.

NAME OF THE COURSE	% OF STUDENTS FROM THE SAME STATE	% OF STUDENTS FROM OTHER STATES	% OF STUDENTS FROM ABROAD
U.G. Home Science (Hons.)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

No information

29. Students Progression:

STUDENT PROGRESSION	PERCENTAGE AGAINST ENROLLED
UG to PG	30%
PG to M.Phil	10%
PG to Ph.D.	No Information
Ph.D. to Post-Doctoral	No Information
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	None
Entrepreneurs -	

30. Details of infrastructural facilities:

- a. Library: Seminar Library & General Library facility available.
- b. Internet facilities for staff & students: Available.
- c. Class rooms with ICT facilities: One Smart Room available when required.
- d. Laboratories: Available.

31. Number of students receiving financial assistance from college, university, government or other agencies:

Post Metric Scholarship and other scholarships as per the rule of the Government.

32. Details on student enrichment programmes (Special Lecturers/Workshop/Seminar/ with external experts:

- Extra-mural lecture by eminent academician are regularly arranged.
- Departmental seminar with external experts.
- Workshops in Stitching & Tailoring, Food preservation techniques were conducted.
- Mentoring.
- Special classes for slow learners.
- Conduct of test after completion of every unit.
- Enrichment learning facility through charts, bio-visual models of laboratory.

33. Teaching methods adopted to improve student learning:

- Lecture method
- Interactive
- Use of Audio-Visual Aids and LCD Projector

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- Awareness rally

- Gender Sensitization Programme
- Active Citizenship Programme
- Blood donation camp
- Campus Cleaning
- Plantation.
- Students of the Department also participate in NSS and Youth Red Cross programmes as volunteers.

35. SWOC analysis of the Department and Future Plans:

Strength:

- Regular seminar discussion.
- Seminar library.
- Highly disciplined and motivated students.
- Evaluation and publication of Test examination results on time.
- Continuous and comprehensive evaluation.
- IQAC, which forms the policies for quality enhancement of the Department.
- Updated laboratory.
- Available of internet facility.

Weakness:

- Vacancy of Teaching posts.
- Inadequate supporting staff.
- Great pool of alumni but weak alumni network.

Opportunities:

- Adequate job market and scope for self-sustainability.
- Scope for research.

Challenges:

- Students hail from poor academic background.
- Producing students with updated knowledge in the field of Home Science.
- Adjusting to rapidly changing socio-economic environment.
- Reducing trends of students taking admission in traditional courses.

Future Plan of the Department:

- To conduct special classes for PG Entrance examination and other competitive examinations.
- Opening of P.G Classes and Vocational courses

DEPARTMENT OF ODIA

1. Name of the Department: **ODIA**
2. Year of establishment: **1979 BA (General) 2014 BA (Odia)**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG (B.A .Odia, B.A. General)**
4. Names of Interdisciplinary courses and the departments/ units involved: **The students of the department opt for two elective options from among other subjects and compulsory courses in English ,M.I.L,ISC,EVS.**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **The department participates in the courses offered in UG Science**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader	02	02
Assistant Professors/ Lecturers		
Part Time Faculty	02	02
Guest Faculty		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Smt. Manjulata Patra	M.Phil.	Reader	Drama	35	NIL
Dr. Jyostnamayee Pradhan	Ph.D.	Reader	Modern Literature and Translation	36	NIL

Sri Dharambir Mohan Singh	M.Phil.	Lecturer	Odia katha sahitya ad sarala o Panchasakha sahity	04	NIL
Miss Binapani Naik	M.phil	Lecturer	Drama	02	

11. List of senior visiting faculty:

- Prof. Dr. Sarat Ch. Pradhan, Retd, Prof of Odia, Jyotivihar, Sambalpur.
- Dr. Girish Chandra Mishra, Retd. Principal, Govt. Women"s College, keonjhar
- Dr. Krushna CH. Naik, Retd. Reader D.D. (Auto) College, keonjhar

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **NIL**

13. Student -Teacher Ratio (programme wise): **42:02**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph.D.-01 M.phil.-03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty: Submitted in individual profile

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited- 01
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards: Dr.J.Pradhan is a member of Editorial Board for M.I.L Odia in Nou. She is also the member of local Complain Committee for Sexual harassment of women at workplace. The members of the dept act as jussry on Zilla Mahila Sanmana and Rajya Mahila Sanmana

22. Student projects: NIL

a) Percentage of students who have done in-house projects including inter departmental/programme: NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

23. Awards / Recognitions received by faculty and students:

- **Miss Binapani has been awarded M.Phil degree from Utkal University.**
- **Sri Dharambir Mohan Singh has been awarded M.Phil degree from North Odisha University, Baripada**

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever

2015-16	Dist. Session Judge cum Chairman, Dist. Legal Services Authority Keonjhar	Odia Essay & Debate	Selected	Nilima Patra
2015-16	Collector & Dist. Magistrate, Keonjhar Dist. Information 7 Public Relations Office, Keonjhar	Odia Debate	Awarded	Nilima Patra

24. List of eminent academicians and scientists / visitors to the department:

- **Prof. Sarat Chandra Pradhan, Former Prof. Sambalpur University.**
- **Prakash Pattnaik, Prof. Delhi University New Delhi.**
- **Girish Chandra Mishra, Former Principal, Govt. Women's College, Keonjhar.**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: Celebration of Odia Bhasa Dibas on 11th March

(b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	82	38		36	
+3 2 ND YEAR (HONS.)	64	32		32	100
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG (Odia)	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	NIL
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	30%
Entrepreneurship/Self-employment	60%

30. Details of Infrastructural facilities

a) Library: **Available**

b) Internet facilities for Staff & Students:- **Available**

c) Class rooms with ICT facility: **one SMART Class room Available**

d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving nos of Post Metric Scholarship from the Government and the other scholarship as per the rules of the Govt.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:- **Dept. Seminar, Special Lecturer with invited guests and survey of Tribal Language**
33. Teaching methods adopted to improve student learning: **Lecture, monthly examination, departmental seminars, Interactive method, Group Discussion, Special class of slow learners, Students mentoring and test of Unit at the end.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students and staff of the Deptt. Participate in ISR and extension activities undertaking by NSS and Red cross Society . **They also participate in various Awareness programmes , and celebration of different days of national importance and different weeks to sensitise the students about various socio economic issues.**
35. SWOC analysis of the department and Future plans

S – Strength - Regular Seminar good academic environment, Highly motivated students and staff.

W – Weakness – Difference of Local language and Odia Language, Recently started Hons Class and non creation of additional teaching post.

O- Opportunity– Use of language laboratory and enrichment of Odia Language , exposé to non conventional career opportunity.

C- Challenge – Syllabus is not students friendly and teaching students from social and economically backward communities.

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops.

DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department: **POLITICAL SCIENCE**

2. Year of establishment: B.A General- **1979 B.A Political Sc.- 2014**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG- B.A General & B.A Pol. Sc**

4. Names of Interdisciplinary courses and the departments/ units involved: **Students opt for two Elective courses –Indian Polity**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **Faculty of the Deptt takes I.P classes.**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers	01	01
Part Time Faculty	01	01
Guest Faculty	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Smt. Susama Nayak	M.A.	Lecturer	International Relation and foreign policy	15	NIL
Sri Debanand Mallik	M.Phil.	Lecturer	Foreign Policy, Ideology	03	NIL
Sri Amit Ku. Tripathy	M.A.	Lecturer	Public Administration	02	NIL

11. List of senior visiting faculty: **Dr. Yadab Moharana, Dr. Jharana Behera, Dr. Sachidananda parida, Dr. D.N Rout. Sri N.K.Pradhan, Dr. Bijay Kumar Kar, Dr. Sudhanshu Sekhar Giri.**

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **30 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **20:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:

M.phil.-01, P.G.-02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty: Submitted in individual profile

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards: **NIL**

22. Student projects: NIL

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students:

Year	Event organized by	Name of the competition	Achievement	Name of the Achiever
2014	District Annual Athletic Meet, Keonjhar	1000 mts Run	Third	Anjana Naik
2014	Collector & District Magistrate, Keonjhar	Alpana	Awarded for participation	Sunita Das
2015	Collector & District Magistrate, Keonjhar	Classical Vocal , Solo	First second	Anima Mohanty Nalini Patra
2015	Office of the Sub- Collector, Keonjhar	Debate Competition for Voters Day	Second	Pranati Pati
2015	District Annual Athletic Meet, Keonjhar	200 mts Run	Third	Anjana Naik
2016	District Administration	Quiz Competition on Indian Constitution	Second	Anima Mohanty Alismita Mahanta Sonali Behera Sunita Das Pranati Pati

24. List of eminent academicians and scientists / visitors to the department: **NIL**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	90	38		F	
+3 2 ND YEAR (HONS.)	52	32		F	
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

a) Library: **Seminar Library**

b) Internet facilities for Staff & Students- **Yes**

c) Class rooms with ICT facility: **One SMART room available when required**

d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies:

Receiving Post Matric Scholarship from the Government as per rules.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts;-

News paper cutting, Magazines, Journal/field tour and Mock parliament

33. Teaching methods adopted to improve student learning: **Lecture, monthly examination, departmental seminars Lecture method plus Interactive method.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Every year the department celebrates NATIONAL VOTERS DAY on 25 January and each students and staff takes oath to become a responsible citizen of the country. The students distribute pamphlets for creating awareness for voting among the people. Many students of the department have actively participated in N.S.S. programme.

35. SWOC analysis of the department and Future plans

S – Strength = Popularity of Subject.

W – Weakness –Shortage of faculty.

O- Opportunity–Exposure to different career opportunities through career counselling.

C- Challenge – Socio-economic backwardness of the students.

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops.

DEPARTMENT OF SANSKRIT

1. Name of the Department: **SANSKRIT**

2. Year of establishment: **2015**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG BA Snskrit and BA General**

4. Names of Interdisciplinary courses and the departments/ units involved: **NIL**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **NIL**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty		
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Miss Alina Mishra	M. A.	Lecturer	Sarvadarshan	02	NIL
Supriya Satapathy	M. A.	Lecturer	-	-	NIL

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **The entire courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **28:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
M.A.-01
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:

a) Publication per faculty: **NIL**

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21.Faculty as members in

a) National committees b) International Committees c) Editorial Boards: **NIL**

22.Student projects: **NIL**

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department: **NIL**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)		30		30	
+3 2 ND YEAR (HONS.)		-		-	
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

a) Library: **Seminar Libaray**

b) Internet facilities for Staff & Students-**Available**

c) Class rooms with ICT facility: **One SMART room**

d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving Post Matric Scholarship from the government as per rules.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

33. Teaching methods adopted to improve student learning: **Lecture method, monthly examination, departmental seminars.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35. SWOC analysis of the department and Future plans

S – Strength =

W – Weakness –

O- Opportunity–

C- Challenge –

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops

DEPARTMENT OF SOCIOLOGY

1. Name of the Department: **SOCIOLOGY**
2. Year of establishment: **2015**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG BA Sociology and BA General**
4. Names of Interdisciplinary courses and the departments/ units involved: **NIL**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty		
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Miss Pragyanparimita Sahoo	M. Phil.	Lecturer	Sociology of Gender	02	NIL
Sudeshna Mishra	M. Phil.	Lecturer	-	-	NIL

11. List of senior visiting faculty: **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **The entire courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **28:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
M.Phil-01
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty: **NIL**

Number of papers published in peer reviewed journals (national / International) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

a) National committees - **Nil**

b) International Committees - **Nil**

c) Editorial Boards: **NIL**

22. Student projects: **NIL**

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department: **NIL**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)		26		26	
+3 2 ND YEAR (HONS.)		-		-	
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- a) Library:
- b) Internet facilities for Staff & Students

c) Class rooms with ICT facility:

d) Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving Post Metric Scholarship from the government**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

33. Teaching methods adopted to improve student learning: **Lecture method, monthly examination, departmental seminars**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students of the Department participate in NSS/Red Cross Activities.**

35. SWOC analysis of the department and Future plans

S – Strength =

W – Weakness – Shortage of Teaching Staff

O- Opportunity–

C- Challenge –

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops.

B- SCIENCE

DEPARTMENT OF BOTANY

1. Name of the Department: **BOTANY**

2. Year of establishment: **2014**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **BSc- General and BSc Botany**

4. Names of Interdisciplinary courses and the departments/ units involved: **Environmental Studies, Biochemistry, Biophysics, Biotechnology, Biostatistics.**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **Environmental Studies in UG Arts, Science and Commerce, Minor Elective (Biology) for students Of Physics, Chemistry, and Geology and Botany for B.Sc. Zoology.**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors/ Reader	NIL	NIL
Assistant Professors/ Lecturers	NIL	NIL
Part Time Faculty	01	01
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Lincoln Ku. Behera	M.Sc.	Lecturer	Plant Pathology	-	NIL

Mr. Abinash Mahanta	M.Sc.	Lecturer	Environmental science	03	NIL
Samapti Padhiari	M.Sc.	Lecturer	Bio Chemistry	-	NIL

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **70 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **BSc Botany - 11:01 , BSc General- 38:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **02**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
P.G.-03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

- Publication per faculty: Submitted in individual profile
- Number of papers published in peer reviewed journals (national / international) by faculty and students: **03**

SL. No.	Title of Paper	Name of journal	Pg . No.	ISSN No./Imp Factor	Author	Year of pub.
1	Enzyme activities of Bacterial isolates from iron mine areas of Barbil.	International Journal of Pure and applied Biology	265-271	2320-7051/4.374 /SJIF(4.374)	D.Parida, et.al.	2014
2	Occurrence of culturable soil fungi in a tropical moist deciduous	Brazilian Journal of Microbiology	85-96	ISSN 1678-4405 /0.592(2014)	Co-Author	2015

	forest Similipal Biosphere Reserve, Odisha, India					
3	Assesment of different Nutrient Management modules for Sunflower cropping in plateau Ecosystem	e- Planet	32-36	ISSN No 0974 – 4398/1.5(NA AS)	Co-Author	2013

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor : **YES**
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards:

Member of Board of studies, Conducting Board of Examiners of North Odisha University, Titilagarh Auto College, Titilagarh and D.D. Autonomous college, Keonjhar.

22. Student projects: **NIL**

a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23.Awards / Recognitions received by faculty and students: **NIL**

24.List of eminent academicians and scientists / visitors to the department:

- ☐ **Dr. Ramesh Chandra Ray, Principal scientist central Tuber crop Research Institute, Bhubaneswar.**
- ☐ **Dr. Sohan Giri, Environmental scientist, state pollution control Board, Regional office, Keonjhar.**
- ☐ **Dr. Satyanarayan Satpathy, Former H.O.D. Botany, Bhadrak Auto. College.**
- ☐ **Dr. Sujit Kumar Nath, Project Coordinator , OUAT, Keonjhar**
- ☐ **Mr. S. Sahoo, Retd. DDA, Keonjhar.**
- ☐ **Dr. A. K. Bastia, Reader in Botany, NOU, Baripada**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: **NIL**

(b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentag
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	368	38		18	100%
+3 2 ND YEAR (HONS.)	82	32		16	
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **Available College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students: **Available**
- ☐ Wi-Fi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **Available**
- ☐ LCD Projector- **Available**
- ☐ Laboratories: **Available**
- ☐ Well equipped Laboratory-**02**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the government**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

- ☐ Special Lecture
- ☐ Workshop
- ☐ Departmental Seminars
- ☐ Extra mural Lecture

33. Teaching methods adopted to improve student learning:

- ☐ Conventional Chalk and talk methods.
- ☐ Power point presentation.
- ☐ Use of modern teaching aids.
- ☐ Display of bio-visual charts and various types models.
- ☐ Question- answer session.
- ☐ Formative assessments like Unitwise test, doubt clearing assignments, Group discussion.
- ☐ Remedial classes for slow learners and counselling for advanced learners.
- ☐ Field visits.
- ☐ Departmental Seminars.
- ☐ Use of computers and internet.
- ☐ Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- Awareness rally on preservation of local flora and fauna.
- Gender Sensitization Programme
- Active Citizenship Programme
- Campus Cleaning
- Plantation

35. SWOC analysis of the Department and Future Plans:

Strength:

- Regular seminar discussion
- Seminar library
- Highly disciplined and motivated students
- Evaluation and publication of Test examination results on time
- IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- Vacancy of Teaching posts
- Inadequate supporting staff

Opportunities:

- Adequate job market and scope for self-sustainability
- Scope for research

Challenges:

- Producing students with updated knowledge in the field of Botany.

Future Plan of the Department:

- Opening of P.G Classes and Vocational courses

DEPARTMENT OF CHEMISTRY

1. Name of the Department: **CHEMISTRY**
2. Year of establishment: **2014**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **B.Sc. (General), BSc.- Chemistry(Hons.)**
4. Names of Interdisciplinary courses and the departments/ units involved: **Environmental Studies**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty	01	01
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.Monalisa Das	M.Sc., Mphil, Ph.D	Lecturer	Physical Chemistry	7 years	NIL
Miss Sasmita Mohanta	M.Sc..	Lecturer	Inorganic Chemistry	3 years	NIL
Miss. Trupti Malakar	M.Sc.	Lecturer	Industrial Chemistry	2 years	NIL

11. List of senior visiting faculty: : **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise)
by temporary faculty: **70 % of courses handled by temporary faculty.**
13. Student -Teacher Ratio (programme wise): **12:01- B.Sc.(Chemistry), 38:01- BSc.(General)**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **01**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: **Ph.D-01, P.G.-01**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:
 - ☐ Publication per faculty: Submitted in individual profile
 - ☐ Number of papers published in peer reviewed journals (national /international) by faculty and students: **10**

List of Papers Published in referred Journals

- ☐ **M. Das**, S.P. Das, A. K.Patnaik, Densiometric Study of Chloroquine Diphosphate in Aqueous Solution of Acetic Acid at 293.15K. American Chemical Science Journal, 13(2): 1-7, 2016, Article no.ACSJ.24038 **ISSN: 2249-0205.**
- ☐ **M. Das**, S.P. Das, A. K.Patnaik, Density, viscosity and excess parameters of nicotinium dichromate in protic and aprotic solvent media, **Der Pharma Chemica**, 7(12):315-322, 2015, **ISSN 0975-413X.**
- ☐ **M. Das**, S.P. Das, A. K.Patnaik, Ultrasonic behaviour of chloroquine in aqueous solution of acetic acid at 298.15 K. Internatioal Journal of Science and Research. ISU-2015, 2015. **ISSN No-2319-7064,**
- ☐ **M. Das**, S.P. Das, A. K.Patnaik, Ion-solvent interaction of cobalt complexes of levofloxacin and their pharmaceutical study, *Chemical science review and letters*, **3** , 454-461, 2014. ISSN No-2278-6783

- **M. Das**, S.P. Das, A. K.Patnaik, Acoustic and volumetric properties of aqueous solution of levofloxacin nickel complexes at 308K . *International Journal of Advanced Chemistry* , **2**, 66-69, 2014.
- **M. Das**, S.P. Das, A. K.Patnaik, Molecular Interionic Interaction studies of Benzimidazolium Dichromate and 2-Methyl imidazolium Dichromate in water and DMSO+water at different temperatures. *Journal of Physical Science*, **24(1)**, 37-50, 2013. ISSN NO-2180-4230
- **M. Das**, S.P. Das, A. K.Patnaik, Plasma assisted destruction of volatile pollutants using dielectric Barrier Discharge, *International journal of Advanced chemical science and Applications*, **1**, 1-3, 2013
- **M. Das**, S.P. Das, A. K.Patnaik, Acoustic behaviour of sodium nitroprusside in aquo-organic solvent media at 308.15K. *Journal of Chemistry*, 2013, Article ID 942430, **10**, 2012. ISSN NO.2090-9063
- **M. Das**, S.P. Das, A. K.Patnaik, Densities and viscosity measurement of $K_3[Cr(C_2O_4)_3] \cdot 3H_2O$ in water, methanol-water, isopropanol-water and DMSO-water at 303.15K., *African Journal of Scientific Research*, **8**, 381-388, 2012. ISSN NO-2220-9433
- **M. Das**, S.P. Das, A. K.Patnaik, Ultrasonic studies of *cis* & *trans* $K[Cr(C_2O_4)_2(H_2O)_2] \cdot 3H_2O$ in ethylene glycol+H₂O, CH₃OH+H₂O and 2-propanol+H₂O at 298.15 K., *International Journal of Teaching and Research*, **18**, 31-41, 2011. **ISSN NO-0971-6408**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR

- ☐ Impact factor-YES
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

- ☐ National committees- **NII**
- ☐ International Committees -**Nil**
- ☐ Editorial Boards: **Life member of Odisha Chemical society**

22. Student projects: NIL

- ☐ Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- ☐ Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: NIL

24. List of eminent academicians and scientists / visitors to the department:

- ☐ **Dr. Hemanta Das, D.D. Autonomous college, Keonjhar**
- ☐ **Dr. A.K. Pattanaik, Ravenshaw University**
- ☐ **Mr. Umakanta Mohanta, B.B. college, Harichandanpur**
- ☐ **Mr. Prakash Pal, D.D. Autonomous college, Keonjhar**
- ☐ **Dr. P.K. Satpathy, H.O.D. Chemistry, North Odisha University**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

- (a) National: **NIL**
- (b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	371	34		15	100%
+3 2 ND YEAR (HONS.)	109	32		16	
		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students:- **Available**
- ☐ WiFi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **LCD Projector**
- ☐ Laboratories: **Well equipped Laboratory-02**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the government**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :
- ☐ Special Lecture
 - ☐ Workshop
 - ☐ Departmental Seminars
 - ☐ Extra mural Lecture
 - ☐ Capacity building of students through developement of skill for Instrument handling, chemistry software.

33. Teaching methods adopted to improve student learning:
- ☐ Conventional Chalk and talk methods
 - ☐ Power point presentation
 - ☐ Use of modern teaching aids
 - ☐ Display of bio-visual charts and various types models
 - ☐ Question- answer session
 - ☐ Formative assessments like Unit wise test, doubt clearing assignments, Group discussion.
 - ☐ Remedial classes for slow learners and counselling for advanced learners.
 - ☐ Field visits
 - ☐ Departmental Seminars
 - ☐ Use of computers and internet
 - ☐ Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students and teachers participate in different social activities like
- ☐ Awareness rally
 - ☐ Gender Sensitization Programme.
 - ☐ Active Citizenship Programme.
 - ☐ Campus Cleaning.
 - ☐ Plantation.

35. SWOC analysis of the Department and Future Plans:

Strength:

- ☐ Regular seminar discussion.
- ☐ Seminar library.
- ☐ Highly disciplined and motivated students.
- ☐ Evaluation and publication of Test examination results on time.
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- ☐ Vacancy of Teaching posts.
- ☐ Inadequate supporting staff.

Opportunities:

- ☐ Adequate job market and scope for self-sustainability.
- ☐ Scope for research.

Challenges:

- ☐ Producing students with updated knowledge in the field of Chemistry.

Future Plan of the Department:

- ☐ Opening of P.G Classes and Vocational courses.

DEPARTMENT OF COMPUTER SCIENCE

1. Name of the Department: **COMPUTER SCIENCE** (Self Financing)
2. Year of establishment: **2014**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **BSc.-Computer Science (Hons.)- (Self Financing)**
4. Names of Interdisciplinary courses and the departments/ units involved: **Computer literacy Programme for staff and students.**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty		
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sri Ranjan Kumar Barik	MCA	Lecturer	SAP, BASIS and ABAP & .NET	3 years	NIL
Sri S.S.S. Bal	c., ech(IT), PMIR	Lecturer	SAP BW and BI	2 year	NIL

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **100 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **16:01-B.Sc.(computer Science)**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **01**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
P.G.-01, Mphil-01
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:

a) Publication per faculty: Submitted in individual profile

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: NIL

21.Faculty as members in

- ☐ National committees

- ☐ International Committees
- ☐ Editorial Boards: **NIL**

22. Student projects: NIL

- a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: NIL

24. List of eminent academicians and scientists / visitors to the department:

- ☐ **Mr. Mahabir Prasad Das, System Analyst, Odisha High Court.**
- ☐ **Mr. Pradeep Kumar Acharya, Gonasika College, Keonjhar.**
- ☐ **Bhagyashree Mahanta, TCPSL, Pune.**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

- (a) National: **NIL**
- (b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)		32		32	
+3 2 ND YEAR (HONS.)		38		38	
+3 3 RD YEAR (HONS.)		32		30	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students: **Available**
- ☐ Wi Fi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **LCD Projector**
- ☐ Laboratories: **Well equipped Laboratory-02**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the government**
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :
- ☐ Special Lecture
 - ☐ Workshop
 - ☐ Departmental Seminars
 - ☐ Extra mural Lecture
 - ☐ Use of language laboratory to enrich communication skill, presentation skill.
 - ☐ Capacity building of students through development of soft skill, analytical writing.
33. Teaching methods adopted to improve student learning:
- ☐ Conventional Chalk and talk methods
 - ☐ Power point presentation
 - ☐ Use of modern teaching aids
 - ☐ Display of bio-visual charts and various types models
 - ☐ Question- answer session
 - ☐ Formative assessments like Unitwise test, doubt clearing assignments, Group discussion.
 - ☐ Remedial classes for slow learners and counselling for advanced learners.
 - ☐ Field visits
 - ☐ Departmental Seminars
 - ☐ Use of computers and internet.
 - ☐ Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- ☐ Awareness rally.
- ☐ Gender Sensitization Programme.
- ☐ Active Citizenship Programme.
- ☐ Campus Cleaning.
- ☐ Developing Computer proficiency among member of the staff.

35. SWOC analysis of the Department and Future Plans:

Strength:

- ☐ Regular seminar discussion
- ☐ Seminar library
- ☐ Highly disciplined and motivated students
- ☐ Evaluation and publication of Test examination results on time
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- ☐ Vacancy of all Teaching posts
- ☐ Inadequate supporting staff

Opportunities:

- ☐ Adequate job market and scope for self-sustainability
- ☐ Scope for research

Challenges:

- ☐ Producing students with updated knowledge in the field of Computer Science.

Future Plan of the Department:

- ☐ Opening of P.G Classes and Vocational courses

DEPARTMENT OF GEOLOGY

1. Name of the Department: **GEOLOGY**
2. Year of establishment: **2015**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **B.Sc.- Geology, B.Sc.(General)**
4. Names of Interdisciplinary courses and the departments/ units involved: **NIL**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty		
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mrs. Soumita Dikhit	M.Sc.	Lecturer	Economic Geology	2Years	NIL
Mrs. Sneha Panda	M.Sc.	Lecturer		-	NIL

11. List of senior visiting faculty: **Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Entire courses handled by temporary faculty.**
13. Student -Teacher Ratio (programme wise): **12:01, 38:01-B.Sc.(General)**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph.D.-01, P.G.-01
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**
19. Publications:

Publication per faculty: Submitted in individual profile

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards: **NIL**

22. Student projects: **NIL**

- a) Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department: **NIL**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

- (a) National: **NIL**
- (b) International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	367	38		32	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities:

- ☐ Library: **College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students: **Available**
- ☐ WiFi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **LCD Projector**
- ☐ Laboratories: **Well equipped Laboratory-01**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the Government.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

- Special Lecture
- Workshop
- Departmental Seminars
- Extra mural Lecture
- Capacity building of students through development of skill for Instrument handling.

33. Teaching methods adopted to improve student learning:

- Conventional Chalk and talk methods
- Power point presentation
- Use of modern teaching aids
- Display of bio-visual charts and various types models
- Question- answer session
- Formative assessments like Unitwise test, doubt clearing assignments, Group discussion.
- Remedial classes for slow learners and counselling for advanced learners.
- Field visits
- Departmental Seminars
- Use of computers and internet
- Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
Students and teachers participate in different social activities like

- Awareness rally
- Gender Sensitization Programme
- Active Citizenship Programme
- Campus Cleaning
- Plantation

35. SWOC analysis of the Department and Future Plans:

Strength:

- Regular seminar discussion.
- Seminar library.
- Highly disciplined and motivated students.
- Evaluation and publication of Test examination results on time.
- IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- Vacancy of all Teaching posts.
- Inadequate supporting staff.

Opportunities:

- Adequate job market and scope for self-sustainability.
- Scope for research.

Challenges:

- Producing students with updated knowledge in the field of Geology.

Future Plan of the Department:

- Opening of P.G Classes and Vocational courses.

DEPARTMENT OF MATHEMATICS

1. Name of the Department: **MATHEMATICS**
2. Year of establishment: **2014**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **BSc.- Mathematics(General)**
4. Names of Interdisciplinary courses and the departments/ units involved:
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **B.Sc.(Physics, Chemistry, Zoology, Botany, Computer Science)**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers	01	01
Part Time Faculty		
Guest Faculty	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Rabindra Kumar Sahoo	M.A.	Lecturer	Fluid Dynamics and Numerical analysis	15years	NIL
Mr. Sanjay kumar Behera	M.Sc., M.Phil.	Lecturer	Differential Geometry	2years	NIL

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **60 % of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **20:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
M.phil.-01, P.G.-01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

a) Publication per faculty: Submitted in individual profile

Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

a) National committees

b) International Committees

c) Editorial Boards: **Life member of Odisha Mathematical Society.**

22. Student projects: **NIL**

☐ Percentage of students who have done in-house projects including inter departmental/programme: **NIL**

☐ Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:

☐ **Dr. Laxmidhara Giri, D.D. Autonomous College, Keonjhar.**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

☐ National: **NIL**

☐ International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (PASS.)	371	38		18	
+3 2 ND YEAR (PASS)	121	32		22	
		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **Available**
- ☐ Internet facilities for Staff & Students- **Available**
- ☐ Class rooms with ICT facility: **Available**
- ☐ Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the government**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

- ☐ Special Lecture
- ☐ Workshop
- ☐ Departmental Seminars
- ☐ Extra mural Lecture
- ☐ Capacity building of students through development of skill for mathematical software.

33. Teaching methods adopted to improve student learning:

- ☐ Conventional Chalk and talk methods.
- ☐ Power point presentation.
- ☐ Use of modern teaching aids.
- ☐ Display of bio-visual charts and various types of models.
- ☐ Question- answer session.
- ☐ Formative assessments like Unit wise test, doubt clearing assignments, Group discussion.
- ☐ Remedial classes for slow learners and counselling for advanced learners.
- ☐ Departmental Seminars.
- ☐ Use of computers and internet.
- ☐ Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- ☐ Awareness rally
- ☐ Gender Sensitization Programme,
- ☐ Active Citizenship Programme,
- ☐ Campus Cleaning,
- ☐ Encouraging students for Math Olympiad

35. SWOC analysis of the Department and Future Plans:

Strength:

- ☐ Regular seminar discussion
- ☐ Seminar library
- ☐ Highly disciplined and motivated students
- ☐ Evaluation and publication of Test examination results on time
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- ☐ Vacancy of Teaching posts
- ☐ Inadequate supporting staff

Opportunities:

- ☐ Adequate job market and scope for self-sustainability
- ☐ Scope for research

Challenges:

- ☐ Producing students with updated knowledge in the field of Mathematics.

Future Plan of the Department:

- ☐ Opening of P.G Classes and Vocational courses

DEPARTMENT OF PHYSICS

1. Name of the Department: **PHYSICS**
2. Year of establishment: **2014**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **BSc General and BSc Physics**
4. Names of Interdisciplinary courses and the departments/ units involved: **NIL**
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **BSc Computer Science and BSc Chemistry**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty	-	-
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Smt. Jyostnarani Sethy	M.Sc.	Lecturer	Plasma Physics	02year	NIL
Sri. Upendra Mohanty	M.Sc.	Lecturer	Solid State Physics	02year	NIL

11. List of senior visiting faculty: **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **The entire courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **BSc Physics - 11:01, BSc General- 38:01**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **02 Nos**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
M.phil.-01, P.G.-02
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**
18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

- ☐ Publication per faculty: Submitted in individual profile
- ☐ Number of papers published in peer reviewed journals (national /international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards: **NIL**

22. Student projects: NIL

- ☐ Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- ☐ Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23.Awards / Recognitions received by faculty and students: NIL**24.List of eminent academicians and scientists / visitors to the department:**

- ☐ **Dr. Nakula Kumar Sethy, HOD Physics (D.D. Auto. College, Keonjhar**
- ☐ **Sri Dolagobinda Rout, Reader in Physics (D.D. Auto. College, Keonjhar**
- ☐ **Sri Pankaj Mishra, HOD Physics Telkoi College, Keonjhar**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

(a) National: NIL

(b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	371	38	-	19	100%
+3 2 ND YEAR (HONS.)	121	32	-	16	
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students:-**Available**
- ☐ WiFi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **LCD Projector**
- ☐ Laboratories: **Well equipped Laboratory-02**

31. Number of students receiving financial assistance from college, university, government or other agencies: **NIL**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

- ☐ Special Lecture
- ☐ Workshop
- ☐ Departmental Seminars
- ☐ Extra mural Lecture
- ☐ Capacity building of students through development of skill for Instrument handling, Physics software.

33. Teaching methods adopted to improve student learning:

- ☐ Conventional Chalk and talk methods
- ☐ Power point presentation
- ☐ Use of modern teaching aids
- ☐ Display of bio-visual charts and various types models
- ☐ Question- answer session
- ☐ Formative assessments like Unitwise test, doubt clearing assignments, Group discussion.
- ☐ Remedial classes for slow learners and counselling for advanced learners.
- ☐ Field visits
- ☐ Departmental Seminars
- ☐ Use of computers and internet
- ☐ Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- Awareness rally
- Gender Sensitization Programme,
- Active Citizenship Programme,
- Campus Cleaning,
- Plantation,

35. SWOC analysis of the Department and Future Plans:

Strength:

- ☐ Regular seminar discussion
- ☐ Seminar library
- ☐ Highly disciplined and motivated students
- ☐ Evaluation and publication of Test examination results on time
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- ☐ Vacancy of Teaching posts
- ☐ Inadequate supporting staff

Opportunities:

- ☐ Adequate job market and scope for self-sustainability
- ☐ Scope for research

Challenges:

- ☐ Producing students with updated knowledge in the field of Physics.

Future Plan of the Department:

- ☐ Opening of P.G Classes and Vocational courses

DEPARTMENT OF ZOOLOGY

1. Name of the Department: **ZOOLOGY**

2. Year of establishment: **2014**

3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG BSc Zoology and BSc General**

4. Names of Interdisciplinary courses and the departments/ units involved: **Enviromental Studies, Biochemistry, Biophysics, Biotechnology, Biostatistics.**

5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**

6. Participation of the department in the courses offered by other departments: **Environmental Studies in UG Arts, Science and Commerce, Minor Elective(Biology) for students Of Physics, Chemistry, Geology and Zoology to B.Sc. Botany**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**

8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**

9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers	01	01
Part Time Faculty	-	-
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.Bhanja Kishore Mohanta	Ph.D	Lecturer	Cytogenetics	36yrs	NIL
Miss Priyambada Panda	M.Sc.	Lecturer	Cell and molecular Biology	2 Years	NIL

Sri. P.Sahoo	M.Sc.	Lecturer	-	-	NIL
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11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Entire of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): **B.Sc.-Zoology (HONS)-12:01, B.Sc. (General)- 38:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **02**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
Ph.D-01, P.G.-01, Mphil-01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

☐ Publication per faculty: Total-10

Number of papers published in peer reviewed journals (national /international) by faculty and students: **10**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor-Yes
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards: **NIL**

22. Student projects: **NIL**

- ☐ Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- ☐ Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department:

- ☐ **Dr. Sohan Giri, Environmental scientist, state pollution control Board, Regional office, Keonjhar.**
- ☐ **Dr. Manas Ranjan Lenka, District Level Consultant, Bhadrak.**
- ☐ **Dr. Hemanta Kumar Sahoo, H.O.D. Zoology, North Odisha University**
- ☐ **Dr. Bhaskar Chandra Gochhayat, Former Reader, Dept of Zoology, MPC, Baripada.**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

- ☐ National: **NIL**
- ☐ International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	368	38		16	100%
+3 2 ND YEAR (HONS.)	82	32		16	
		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A.
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **College Library (Estd. 2015)**
- ☐ Internet facilities for Staff & Students:- **Available**
- ☐ WiFi facility to both teacher and students- **Available**
- ☐ Class rooms with ICT facility: **LCD Projector**
- ☐ Laboratories: **Well equipped Laboratory-02**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving SC/ST scholarship from the government**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :

- Special Lecture
- Workshop
- Departmental Seminars
- Extra mural Lecture
- Capacity building of students through development of skill for Instrument handling.

33. Teaching methods adopted to improve student learning:

- Conventional Chalk and talk methods
- Power point presentation
- Use of modern teaching aids
- Display of bio-visual charts and various types models
- Question- answer session
- Formative assessments like Unit wise test, doubt clearing assignments, Group discussion.
- Remedial classes for slow learners and counselling for advanced learners.
- Field visits
- Departmental Seminars
- Use of computers and internet
- Use of ICT facility in Smart classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students and teachers participate in different social activities like

- ☐ Awareness rally on conservation of Local wild life.
- ☐ Gender Sensitization Programme,
- ☐ Active Citizenship Programme,
- ☐ Campus Cleaning,
- ☐ Plantation,

35. SWOC analysis of the Department and Future Plans:

Strength:

- ☐ Regular seminar discussion
- ☐ Seminar library
- ☐ Highly disciplined and motivated students
- ☐ Evaluation and publication of Test examination results on time
- ☐ IQAC, which forms the policies for quality enhancement of the Department.

Weakness:

- ☐ Vacancy of Teaching posts
- ☐ Inadequate supporting staff

Opportunities:

- ☐ Adequate job market and scope for self-sustainability
- ☐ Scope for research

Challenges:

- ☐ Producing students with updated knowledge in the field of Zoology.

Future Plan of the Department:

- ☐ Opening of P.G Classes and Vocational courses

C- COMMERCE

DEPARTMENT OF COMMERCE

1. Name of the Department: **COMMERCE**
2. Year of establishment: **2015**
3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG B.Com (Accountancy)**
4. Names of Interdisciplinary courses and the departments/ units involved: Communicative English with English Department, Business Economics and BRFW with Economics Department
5. Annual/ semester/ choice based credit system (programme wise): **Annual for traditional course and Semester for CBCS Course from 2016-17 batch.**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NIL**
8. Details of courses/ programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching Posts

	Sanctioned	Filled
Professors		
Associate Professors/ Reader		
Assistant Professors/ Lecturers		
Part Time Faculty		
Guest Faculty	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D.Students guided for the last 4 years
Mohammad Farhan	M. COM.	Lecturer	Finance	01	NIL
Madhusmita Saha	M.COM.	Lecturer	Finance	01	Nil

11. List of senior visiting faculty: **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **entire of courses handled by temporary faculty.**

13. Student -Teacher Ratio (programme wise): 40:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: **M.Com.**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: **NIL**

18. Research Centre /facility recognized by the University: **NIL**

19. Publications:

- Publication per faculty: **NIL**

Number of papers published in peer reviewed journals (national /international) by faculty and students: **NIL**

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) **NIL**

- ☐ Monographs
- ☐ Chapter in Books
- ☐ Books Edited
- ☐ Books with ISBN/ISSN numbers with details of publishers
- ☐ Citation Index
- ☐ SNIP
- ☐ SJR
- ☐ Impact factor
- ☐ h-index

20. Areas of consultancy and income generated: **NIL**

21. Faculty as members in

- ☐ National committees
- ☐ International Committees
- ☐ Editorial Boards: **NIL**

22. Student projects: **NIL**

- ☐ Percentage of students who have done in-house projects including inter departmental/programme: **NIL**
- ☐ Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **NIL**

23. Awards / Recognitions received by faculty and students: **NIL**

24. List of eminent academicians and scientists / visitors to the department: **NIL**

25. Seminar/ Conference/ Workshops/ organized & the source of the funding

- ☐ National: **NIL**
- ☐ International: **NIL**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
U.G.					
+3 1 ST YEAR (HONS.)	87	87		82	
+3 2 ND YEAR (HONS.)		-			
+3 3 RD YEAR (HONS.)		-			

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?: **N.A.**

29. Student progression

Student progression	Against % enrolled
UG to PG	N.A
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NIL
Entrepreneurship/Self-employment	NIL

30. Details of Infrastructural facilities

- ☐ Library: **Available**
- ☐ Internet facilities for Staff & Students- **Available**
- ☐ Class rooms with ICT facility: **Available**
- ☐ Laboratories: **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Receiving Post Metric Scholarship from the government**
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts Special Lecturers and departmental seminars
33. Teaching methods adopted to improve student learning: **Lecture method, monthly examination, departmental seminars**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students participate in NSS activities , various extension and outreach Programmes and Active Citizenship Programme**
35. SWOC analysis of the department and Future plans :- Since the department is recently opened, SWOC analysis of the department is to be made after passing out of some batches of students.

S – Strength =

W – Weakness –

O- Opportunity–

C- Challenge –

Future Plans - 1. Establishment of dept. library 2.Organisation of National Seminar and Workshops, Enrichment of course curriculum by industrial visits.



GOVT. WOMEN'S COLLEGE, KEONJHAR


DECLARATION BY THE HEAD OF THE INSTITUTION

I certify that the data included in this Self Study Report (SSR) are true to the Best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part there of has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place: - Keonjhar
Date:-03.10.2016


Dr. Harekrishna
Navak
Principal
Govt. Women's College
Keonjhar

Certificate of compliance

(Affiliated /Constituent/Autonomous College and Recognized institutions)

This is to certify that **Govt. Women's College, Keonjhar** (Name of the institution) fulfils all norms.

1. Stipulated by the affiliating University and /or
2. Regulatory Council/ Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] and
3. The affiliation and recognition [if applicable] is valid as on date.

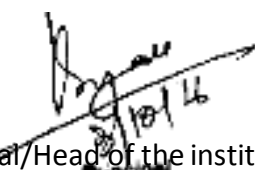
In case the affiliation/recognitions conditional then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted , shall stand cancelled automatically, once the institution loses its university affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date.03.10.2016

Place:- Keonjhar


Principal/Head of the institution
(Name and signature with Office seal)



NORTH ORISSA UNIVERSITY
SRIRAM, CHANDRA VIHAR, TAXATPUR, BARIPADA - 757003

NOU/Affiliation/ (36/ 2014-15) No. 921

Date: 18/2/15

In pursuance of Statute-182 of Orissa Universities Act Statute, 1993, the Vice-Chancellor in exercise of powers conferred on him and the Syndicate has been pleased to grant affiliation to the under mentioned College from the academic session 2014-15 as detailed below:

1. Affiliation Particulars :

Name of College	Stream	Subjects to Affiliation and seats
Govt. Women's College, Keonjhar	+3 Arts	Hons. in Education, English, Odia, History and Political Science-32 seats each.
	+2 Science-64 seats	PCMI-32 & CBZ-32 seats each Hons. in Physics, Chemistry, Botany and Zoology-16 seats each. Hons. in Computer Science (under PPS/SFC)-32 seats.

2. Conditions to be fulfilled by the College

- (a) Purchase of Laboratory equipments for Physics, Chemistry, Botany and Zoology worth of Rs 1 Lakh each.
(b) Purchase of library (text & reference) books worth Rs 50,000.
(c) Steps may be taken to appoint faculties in Computer Science.

By order of Vice-Chancellor

Law Datta
Registrar
North Orissa University
Date: 18/2/15

Memorandum No. 922 (87) NOU

Copy to:-

- The Principal, Govt. Women's College, Keonjhar for favour of information and necessary action.
- The Joint Secretary to Govt. Department of Higher Education, Govt. of Orissa, Bhubaneswar for favour of information.
- The Director, Higher Education, Orissa, Bhubaneswar for favour of information.
- The Secretary, UGC Bahadur Shah Zafar Marg, New Delhi - 110002 for favour of information.
- The Controller of Examinations, North Orissa University, Taxatpur, Baripada for information and necessary action.
- The PA to Vice-Chancellor / Guard File.

Law Datta
Registrar
North Orissa University
Date: 18/2/15



NORTH ORISSA UNIVERSITY
SHIRAM CHANDRA VIHAR, TAKATPUR, BARIPADA - 757003

NOU/Affiliation/2015-16 No. 697

Date: 10-02-16

In pursuance of Statute-132 of Orissa Universities First Statute 1990, the Vice-Chancellor in exercise of powers conferred on him and the Syndicate has been pleased to grant affiliation to the under mentioned College from the academic session 2015-16 as detailed below:

1. Affiliation Particulars:

Name of College	Stream	Subjects to Affiliation and seats
Govt. Womens College, Keonjhar	+3 Arts	Increase of seats from 128 to 192 with Sociology and Sanskrit (Pass & Hons.)-32 seats each.
	+3 Science	Increase of seats from 32 to 64 in Physical Science with Geology (Pass & Hons.)-32 seats each.
	+3 Commerce	+3 commerce with Accounting Hons - 128 seats.

2. Conditions to be fulfilled by the College

- (i) Purchase of laboratory equipments for Geology worth of Rs. 1 lakh.
(ii) Purchase of Library books of Arts/Science/Commerce worth of Rs.30,000/-.

By order of Vice-Chancellor

Memo No. 698 (OT) /NOU

Registrar
North Orissa University
Date: 10-02-16

Copy to :-

- The Principal, Govt. Womens College, Keonjhar for favour of information and necessary action.
- The Joint Secretary to Govt. Department of Higher Education, Govt. of Odisha, Bhubaneswar for favour of information.
- The Director, Higher Education, Odisha, Bhubaneswar for favour of information.
- The Secretary, UGC Baidar Shah Zafar Marg, New Delhi - 110002 for favour of information.
- The Controller of Examinations, North Orissa University, Takatpur, Baripada for information and necessary action.
- The PS to Vice-Chancellor / Guard File.

Registrar
North Orissa University
Date: 10-02-16

Certificate of Recognition U/S 2(F) And 12 (B)

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002.

No.F.B-22/67 (UGF-I) February, 1993

178
The Registrar
Uttal University
Shubanswar-761004.

1993

Subj:-Inclusion of College under section 2(f)/12-B of the UGC Act, 1956.

Sir,

I am directed to refer to your letter No.12078 dated 17th March, 1993 on the subject cited above and to inform you that the following college has been included in the "List under the Head " Govt. Colleges/colleges up to Bachelor's degree " as detailed below :-

<u>Name of College</u>	<u>Year of Estt.</u>	<u>Remarks</u>
Govt. Women's College, Keonjhar, Orissa. (Keonjhar Head)	1980	The college is eligible to receive Central assistance from UGC and other central agencies under section 12-B of the UGC Act, 1956.

Yours faithfully,
(Signature)
(H. L. SINGH)
UNDER SECRETARY

Copy forwarded to :-

1. The Principal, Govt. Women's College, Keonjhar (Orissa),
2. The Secretary, Govt. of India, Ministry of Human Resource Development (Deptt. of Education) New Delhi.
3. All Officers/Sections, UGC.
4. S.B.FO-III/S.B.O-IV, UGC.
5. Computer Cell.
6. Guard file.

(Signature)
(D. D. MEHTA)
SECTION OFFICER



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: Govt. Women's College, Keonjhar

ID No. **ON4-008**

Keonjhar

S. No. **220450**

Orissa **758001**

(Under University)

North Orissa

2. Sanction number and date: F. **IQAC-O-113/13-14**

Date: **19-Mar-14**

3. Amount sanctioned: Rs. **308000**

4. Purpose of the grant-in-aid: Establishment and maintenance

5. Head of Account: **4 (vi)**

6. Designation and address of Authorized Officer: Principal

7. Payment Details:

(a) Name of the Bank: Bank of Baroda, Keonjhar

(b) Account No.: 14990100005114

(c) Type of Account: (SB/Current/Cash Credit)

(d) IFSC Code: BARB0KEONJH

(e) MICR Code Branch: 758012002

(f) Whether bank branch is RTGS or NEFT enable: RTGS/NEFT/Both

(g) Name & address of Account Holder: Principal,

Govt. Women's College, Keonjhar

Keonjhar

Orissa

758001

Received a sum of Rs. **308000**

Rupees **Three lakh only**

being the amount sanctioned vide sanction No. F. **IQAC-O-113/13-14**

Dated **19-Mar-14**

(Copy enclosed) for disbursement to the Principal,

Govt. Women's College, Keonjhar

Certified that the conditions of the grant have been accepted by the grantee.

Necessary entries in GIA/Budget Control Register have been made.

You are requested to confirm the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

Signature with stamp of the Officer

Principal Officer
University Grants Commission
Eastern Regional Office
Kolkata



Enty 8/152

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

U.G.C. Action
20/5/14
Shree m
3.4.14

No. ON4-009/12-13

(ERO) ID No. ON4-009

Date: 25-Mar-14

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 221818

Sub: Release of Grant-in-Aid during the Current financial year (2013-14) during Xlth Plan, to
Govt. Women's College, Keonjhar.

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **502610** towards the scheme **Xlth Plan College Development** to the Principal, Govt. Women's College, Keonjhar for the Plan expenditure to be incurred during the current financial year as per details given below.

Purpose of the grant:	Approved allocation	Amount already sanctioned	Amount being sanctioned now	Total grant including the grant now being sanctioned
Undergraduate	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Plan Block Grant				
Plan Block Grant-Head-31	381305	0	144522	144522
Plan Block Grant-Head-36	1445220	220000	358088	578088
Total				502610

The College is requested to note:

- SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- General district: General-77.5%, SC-15% and ST-7.5%
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

- The sanctioned amount is debitable to Head 1.B-(1)b and valid for payment during the financial year 2013-14 only.
- The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be debited to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:

Principal,
Govt. Women's College, Keonjhar
Keonjhar
Orissa 758001

(b) Account No.: 14990100005114

(c) Name & Address of Branch: Bank of Baroda, Keonjhar

(d) MICR Code of Branch: 758012002

(e) IFSC Code: BARB0KJONJH

(f) Type of Account: SB/Curent/Ord Crd

- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
- The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
- The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
- The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB-8 Sector III Salt Lake, Kolkata 700 098

Handwritten: K. K. S. 5/14, DGR 54 2/2014, G. R. K. D. 2014, 20/2/14, 20/2/14

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: Govt. Women's College, Keonjhar
ID No. **ON4-009**
S. No. **218558**

Keonjhar
Orissa - 758001

(Under University)

18 MAR 2014

2. Sanction number and date: F. **ON4-009/12-13** Date: **20-Feb-14**
3. Amount sanctioned : Rs. **82500**
4. Purpose of the grant-in-aid : **XIth Plan College Developm. Undergraduate**
General District
5. Head of Account : **1.9-10b**
6. Designation and address of Authorized Officer: **Principal**
7. Payment Details:
 - (a) Name of the Bank : **Bank of Baroda, Keonjhar**
 - (b) Account No.: **14900100005114**
 - (c) Type of Account: **(SB/Curent/Cash Credit)**
 - (d) IFSC Code: **BARB0KEONJH**
 - (e) MICR Code Branch: **758012002**
 - (f) Whether bank branch is RTGS or NEFT enable **(RTGS/NEFT/Both)**
 - (g) Name & address of Account Holder: **Principal,**
Govt. Women's College, Keonjhar
Keonjhar
Orissa - 758001

Received a sum of Rs. **82500**

Rupees **Eighty two thousand five hundred only**
being the amount sanctioned vide sanction No. F. **ON4-009/12-13**
(Copy enclosed) for disbursement to the Principal,

18 MAR 2014

Dated - **20-Feb-14**

Govt. Women's College, Keonjhar

Certified that the conditions of the grant have been accepted by the grantee.
Necessary entries in GIA/Budget Control Register have been made.

**You are requested to confirm the receipt of the above amount in your account by
sending back the enclosed stamped receipt within 7 days.**

Handwritten: K. K. S. 5/14
Signature with stamp of the Officer

Handwritten: A. K. S. 5/14
Under Secy to the Comr.
Eastern Regional Office
Kolkata

Topographical Map



Satellite Map

11/2/2015

Government Women's College to National Highway 215, Keonjhar, Odisha 758014 - Google Maps

Google Maps

Government Women's College to National Highway 215, Keonjhar, Odisha 758014

Walk 170 m, 2 min



Imagery ©2015 CNES / Astrium, Map data ©2015 Google 20 m



PRINCIPAL



WELCOME-CUM ORIENTATION PROGRAMME



TRIBAL DANCE PERFORMED BY STUDENTS IN ANNUAL FUNCTION



MISS. HIRA MAJHI(+3 2ND YR ARTS.) RECEIVING AWARD FROM CHIEF GUEST FOR BEST ATHLETE OF NOU, BARIPADA

31st & 32nd Annual Athletic Meet of Govt. Women's College, Keonjhar





WORLD AIDS DAY



HUMAN RIGHT DAY



NATIONAL UNITY DAY CELEBRATION



NATIONAL EDUCATION DAY



INTERNATIONAL YOUTH DAY



ACTIVITIES OF SPECIAL CAMPING PROGRAMME OF NSS UNIT & PRINCIPAL & NSS PROGRAMME OFFICERS CONFERENCE



CAMPUS CLEANING PROGRAMM



OBSERVANCE OF VANA-MAHOSTAB WEEK



UGC Aided Seminar on Food Security (Deptt. of Botany)



UGC Aided Seminar (Deptt. Of Economics)



UGC AIDED SEMINAR (DEPTT. OF EDUCATION)



UGC AIDED SEMINAR (DEPTT. OF ODIA)



UGC AIDED INTER DISCIPLINARY SEMINAR ON SOLID WASTE MANAGEMENT



IQAC SEMINAR ON VALUE BASED EDUCATION



IQAC SEMINAR ON UNIVERSAL BROTHERHOOD



**(SELF-DEFENCE TRAINING PROGRAMME FOR Girl
STUDENTS(SPONSERED BY DEPT. OF HIGHER EDUCATION
UNDER ODISHA STATE YOUTH POLICY-2013)**



CLOSING CEREMONY OF SELF-DEFENCE TRAINING PROGRAMME



YRC ACTIVITIES: BREAST CANCER AWARENESS PROGRAMME



YRC ACTIVITIES: BLOOD DONATION AND BLOOD GROUPING CAMP



TALENT SEARCH WEEK SESSION 2014-15



WORKSHOP PROGRAMME ON TAILORING (DEPTT. OF HOME.SC)



COMPUTER TRAINING PROGRAMME



COLLEGE ADMINSTRATIVE AND SCIENCE BLOCK

IEQA Application

Track ID-ORCOGN24522

College Name-GOVT.
WOMEN'S COLLEGE,
KEONJHAR

Page 1 of 3

IEQA SUBMISSION DATE-30/10/2015

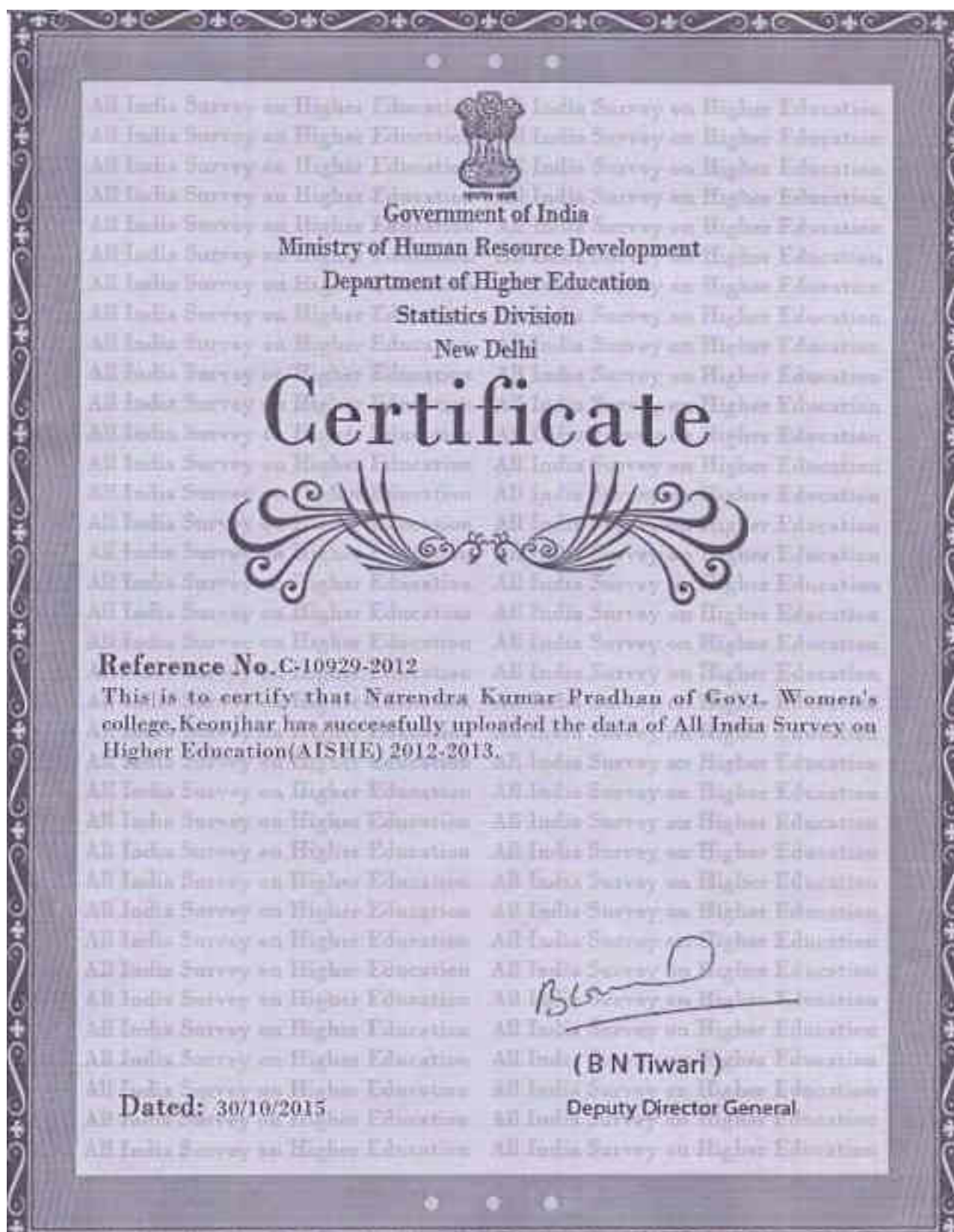
INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA) QUESTIONNAIRE

1 COLLEGE DETAILS			
Name of the college	GOVT. WOMEN'S COLLEGE, KEONJHAR	Year of establishment	1979
Location of the college	URBAN		
2 ADDRESS			
Address	AT GANDI/A PO: KEONJHAR, DIST: KEONJHAR	City	Keonjhar
State	Orissa	Pin Code	751001
Website	www.gwkeonjhar.in	E-Mail	gwmkeonjhar@gmail.com
Phone STD code	06766	Phone No.	233720
Fax STD Code	06766	Fax	233720
3 HEAD OF THE INSTITUTION			
Name	Dr. HAREKRISHNA NAYAK	Designation	PRINCIPAL
Status of appointment	PERMANENT		
4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone int code	06766	Phone number	233720
Fax int code	06766	Fax	233720
Mobile	+91943777202	E-Mail	principalgwkeonjhar@gmail.com
5 DOES THE COLLEGE FUNCTION FROM:			
a. MAIN CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	6.7	111100	
RENTED BUILDINGS	0.0	0.0	
b. SATELLITE CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	0.0	0.0	
RENTED BUILDINGS	0.0	0.0	
6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University 1	North Orissa University, Bhubaneswar	Other	
Nature of relationship with the university	AFFILIATED	If affiliated, status of affiliation	PERMANENT
University 2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University 3		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
7 STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)			
Does the college offer any programme recognized by any Statutory Professional Regulatory Council(s)?		no	
Programme offered		Name of the Regulatory Council(s)	
8 COLLEGE FUNCTIONING			
Type of college	WOMEN'S	Time of functioning	DAY COLLEGE
Nature of funding	GOVERNMENT	Management	GOVERNMENT
9 MANAGEMENT/TRUST DETAILS			
Name of the Management		Registration under Reg. Act 1956	17.6.120
10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER			

Society's Registration Act of 1960	no	Belonged Act of the respective state	no					
Any other (please specify)	no							
11 NUMBER OF DEGREES OFFERED BY THE COLLEGE								
UG	1	PG	0					
Research	0	Others	0					
Total	1							
12 DETAILS OF DEGREES OFFERED B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.								
Arts	B.A HONS IN ENGLISH, HORTICULTURE, POLITICAL SCIENCE, HOME SCIENCE AND SOCIOLOGY	Commerce	B.COM ACCOUNTANCY HONS					
Science	B.Sc HONS IN PLASMA BOT, ZOOLOGY, BOTANICAL OGY, AND COMPSIT	Education						
Health Science		Engineering & Technology						
Management		Others						
Is the college opting for Assessment & Accreditation of Teacher Education department separately?								
no								
Is the college opting for Assessment & Accreditation of Physical Education department separately?								
no								
Number of departments								
17								
13 TOTAL NUMBER OF STUDENTS EXCLUDING THOSE IN SELF-FINANCING PROGRAMMES								
	UG	PG	M.Phil/Ph.D	Value Added Course/Certificate/Diploma				
	Male	Female	Male	Female	Male	Female	Male	Female
General	0	275	0	0	0	0	0	0
SC/ST	0	413	0	0	0	0	0	0
OBC	0	0	0	0	0	0	0	0
Total	0	727	0	0	0	0	0	0
Grand Total	727							
14 TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES								
	UG	PG	M.Phil/Ph.D	Value Added Course/Certificate/Diploma				
	Male	Female	Male	Female	Male	Female	Male	Female
General	0	0	0	0	0	0	0	0
SC/ST	0	0	0	0	0	0	0	0
OBC	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0
Grand Total	0							
Total number of students in the college								
727								
15 NUMBER OF TEACHING, TECHNICAL AND ADMINISTRATIVE STAFF								
	Permanent	Temporary	Total					
	Male	Female	Male	Female	Male	Female		
Teachers with PG	2	2	9	11	11	15		
Teachers with M.Phil	0	1	4	2	4	2		
Teachers with Ph.D	2	3	1	2	2	4		
Teachers with NET/SET	0	0	3	1	3	1		
Technical staff	1	4	0	0	1	4		
Administrative staff	1	0	0	0	1	0		
Support staff	8	9	3	2	12	8		
Total no. of teachers	4	7	14	16	18	25		
16 SUPPORT SERVICES								
Number of titles of books	2000							
Number of journals	17							
Number of e-resources	0							
Does the college have a registered Alumni Association?	no							
Does the college have a functional Placement Cell?	yes							

17 UNIT COST OF EDUCATION	
Unit Cost- Total annual expenditure divided by no. of students enrolled	56411.87
Unit cost calculated excluding extra component	4157.82
DIMENSION FIVE ACADEMIC MILESTONES OF THE COLLEGE	
First	NEW TEACHING FACILITIES IN SOURCE BOOKS, COMPREHENSIVE AND SUPPLEMENTS IN MANY SUBJECTS
Second	ADDITION OF TWO NEW BLOCKS, SCIENCE BLOCK AND NEW ACADMIC BLOCK
Third	WELL CAMPUS
Fourth	POSITION SET UP IN HOME SC & CCPS (HARDWARE IN WHITE BOARD, AUDIO, VIDEO)
Fifth	INSTALLATION OF LANGUAGE LABORATORY AND COMPUTER IN LABORATORY
Section 2: Institutional Data Questionnaire	
1. The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring of improvement	YES
2. Library has reading room facilities for students and faculty separately	YES
3. The college uses the students feedback for analysis and improvement (ongoing)	YES
4. Basic computer literacy is ensured for all students by a structured way such as add on course	YES
5. The college provides financial aid to at least 10% of the general category students	YES
6. The college has a mechanism for counselling students	YES
7. An annual academic calendar is prepared and implemented by the college	YES
8. The college has a mechanism for addressing grievances of students and staff	YES
9. The college promotes scholarly activities of the faculty beyond the college	YES
10. Internet facility is available in the college for faculty and students	YES
11. The college campus is differently-abled friendly	YES
12. The college has a formal mechanism to promote research activities of its students and faculty	YES
13. The college has adequate sports facility	YES
14. The college has developed a short term and a long term plan for its development and growth	YES
15. Percentage of classrooms equipped with LCD projector	25.00%
16. Percentage of teachers using audio-visual aids including computer aided teaching	100%
17. The average number of extension activities organised by the college during the last four years	06
18. Average percentage utilization of annual allocated funds for the last four years	100%
19. Maintenance expenditure on infrastructure as percentage of the total annual budget	10%
20. Average pass percentage of graduating students	70%
21. Computer students ratio	1:100 (100)
22. Percentage of faculty benefitted from OAC and other staff development programmes (average of last four years)	5.00%
23. Percentage of permanent teachers with Ph.D. qualification	100%
24. Percentage of classes taught by guest faculty or temporary teachers	100%
25. Students teacher ratio	10:1 (10:1)
26. Percentage of faculty positions filled against sanctioned posts	100%
27. Number of add on courses sanctioned by the college	03
28. Awards received by the students in sports and cultural activities in the last four years	None or Uncomm. Level
29. Percentage of teachers having an ongoing or completed research projects in the last four years	100%
30. Number of academic activities or conferences or workshops that the college has organized (average of last four years)	04
31. Number of journals subscribed in the library. National or International	10-20
32. Percentage of students admitted against the reservation category as per Govt. order of India govt.	100%
Certificate	
This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleading, I undertake/SAAC to initiate any action which is deemed fit including withdrawing the university of the Next Term Audit.	

Documentary proof of uploading AISHE information





Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

Certificate



Reference No. C-10929-2013

This is to certify that Narendra Kumar Pradhan of Govt. Women's college, Keonjhar, has successfully uploaded the data of All India Survey on Higher Education (AISHE) 2013-2014.

(B N Tiwari)

Deputy Director General

Dated: 27/07/2015



Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

Certificate



Reference No. C-10929-2014

This is to certify that Narendra Kumar Pradhan of Govt. Women's college, Keonjhar has successfully uploaded the data of All India Survey on Higher Education (AISHE) 2014-2015.

(B N Tiwari)

Deputy Director General

Dated: 30/10/2015



Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

Certificate



Reference No.C-10929-2015

This is to certify that Narendra Kumar Pradhan of Govt. Women's college, Keonjhar has successfully uploaded the data of All India Survey on Higher Education(AISHE) 2015-2016.

(B N Tiwari)

Deputy Director General

Dated: 31/03/2016

Appendix

Activities of NSS (2014-15)

1 st July to 7 th July 2014	Vanamahostav
12-08-2014	International youth day
11-09-2014	PRD camp university state level camp at Rimuli College
24-09-2014	NSS Day
24-10-14 to 30-10-14	Puja special camp at kalipadia
31-10-14	Natioanl Unity day (Birth of Sardar ballav bhai patel)
19-11-14 to 25-11-14	Flag day and Communal harmony Week
1 st December 2014	World Aids Day
12-01-15	National Youth Day
15-01-15 to 18-01-15	Para selling camp at DD COlege 15 volunteer selected organized by Ministry of Sports Govt of Odisha
17-01-15	Blood Donation Camp and Blood Grouping camp
25-01-15	Voter"s Day

2015-16

1 st July to 7 th July 2015	Vanamahostav
04-07-15	Students help desk during the days of admission
12-08-2015	International youth day
24-08-15	NSS Day
31-10-15	National Unity Day run fun unity observation through demonstration
01-12-15	World AIDS Day
14-12-15 to 19-12-15	Swachha College Abhiyan Collaborating with Vivekananda Kendra Keonjhar and C
16-12-15	Health Check up camp in collaboration with Keonjhar Health point
25-12-15 to 31-12-15	Winter special camp at the adopted village Saras and cateract detection camp
12-01-16	National Youth Day. Birth of Swami Vivekananda
25-01-16	National Voters"day
30-01-16	Dev sanskruti viswa vidyalaya
31-01-16	Swachha Bharat / Campus cleaning
17-02-16	District level principal and NSS Pos conference

Activities of Youth Red Cross and Red Ribbon Club

Programme	Date
<u>2012-13</u>	
Blood donation Camp (52 units of Blood collected)	05.10.2012
Observance of World AIDS Day	01.12.2012
<u>2013-14</u>	
Vana Mahotsab	05.07.2013
Cancer Awareness	28.10.2013
Observance of Worlds AIDS Day	01.12.2013
<u>2014-15</u>	
Vana Mahotsab	04.07.2014
Observance of International Youth Day	12.08.2014
Communal harmony campaign Week(National flag Day)	24.11.2014
World AIDS Day	01.12.2014
Road Saftey Week	17.01.2015
Blood Donation Camp &Blood Grouping Test (26 Units of Blood was Collected, and Blood grouping of 50 nos. of students were done)	17.01.2015
<u>2015-16</u>	
Observance of International Youth Day	12.08.2015
Observance of Communal Harmony Week(National Flag Day)	24.11.2015
Observance of world AIDS Day	01.12.15
Mass rally on awareness of Road Safety	15.12.2015
Health Check-up Camp	16.12.2015
Observance of Road safety Week	10.01.2016 to 16.01.2016