

KAMARDA MAHAVIDYALAYA

Kamarda, Balasore, Odisha

Affiliated to Fakir Mohan University, Balasore, Odisha



SELF STUDY REPORT

In respect of

FIRST CYCLE ACCREDITATION

DECEMBER-2015

Submitted to

National Assessment and Accreditation Council

An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Nagarbhavi, Bangalore-560072

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Mr. Ananta Kumar Patra

Mob: 9238548089, 7064262209

MA

Principal

Kamarda Mahavidyalaya, Kamarda, Balasore.

FROM THE DESK OF THE PRINCIPAL

I am highly pleased to know that the NAAC has taken up a great task of intimating a nation-wide movement for the evaluation, accreditation and quality up gradation of colleges and Universities in the country. The effect of accreditation process has resulted in tremendous quality consciousness in the colleges and Universities of the country. This process has enabled the academic organs to know their strength & weakness and search for the opportunities to develop quality education. My college is also enthusiastic to prepare a Self-Study and Self Analysis Report for the purpose of evaluation and accreditation of this institution by NAAC. The process of evaluation has given us an impetus to measure effectiveness, efficiency, our strength and weakness. There is a shining possibility for further improvement and expansion and we strive forward to achieve excellence in imparting need-based and value –oriented education to the students who can easily fit into the present day society as responsive and responsible individuals and play a yeoman's service to nation building. The time has come for our change of outlook and vision, we are in need of the development of modern technologies & way of life. The most important thing to note is the mentality of the new generation to accept possibilities for the development of the country. It is the burning necessity for the higher educational units to create right environment for youths so that they get into the place where their creativity reaches the maximum height. I think that this is the motto of NAAC.

The inmates of my college are moving hell & heaven to reach still greater heights for excellence in higher education and fulfill the hopes, aspirations and expectations of the students, the inhabitants of this region and the country as a whole. My college, I hope, will set up standards in the field of higher education by imparting innovative teaching to its students and will make this dream a reality by 2018. I express my heart –felt gratitude to my inmates or their sincere effort towards the development of quality education, and I, also praise the effort of the NAAC to give us a boost to prepare this Self Study Report.

With the ignited words of Robert Frost: “And miles to go before I sleep”, “Proceed Ahead and Ahead without weary”. I look forward for a developing, bright future.

Mr. Ananta Kumar Patra (MA.)

Principal

Kamarda Degree College, Balasore, Odisha

From The Steering Committee

Mr. Ananta Kumar Patra, our Principal, is the chairperson and Head of the steering committee of NAAC, Mr. Subrat Kumar Pradhan, Lecturer in English, is the co-ordinator. Lect. Radhamadhab Ghosal, Dept. of Odia, Lect. Bishnupada Jena, Dept. of History, Lect. Tarun Gharai, Dept. of Odia & Mr. Ghana Shyam Das, Lecturer in Political Science, Lect. Kausiki Panda, Dept. of Economics are the members of steering committee.

It's a challenging task to complete the reports for submission to NAAC within the frame-work of time for assessment & accreditation. But the process did not become a hard nut to crack when we became successful to collect required documents and data. By steering Committee and all inmates, an all round effort was made to complete the SSR. It has been easier for us to prepare the report in time.

The first task before us was to interpret well the questions in their proper perspective in the format. The Committee considered every issue carefully, invited suggestions from every member, devoted ample time before making a final entry in the format. We had to scratch our heads on several occasions in search of the proper entry, as because every entry, as we understand should be authentic and accurate. In the process, we had to scan the history of the college right from the inception in 1992 and its forward march through ups and downs to reach the present state.

In the process of compiling facts and data, we had to seek assistance from all concerned members and units of the college, both academic and administrative. It is high time, the UGC has inspired the colleges to assess their strength and upgrade themselves to bring about reforms in the domain of higher education. Hectic attempts are on to liberate the whole system of higher education from sloth and slumber and make it self-sustained, job-oriented, value-oriented and self-generated. The steering-committee has sincerely prepared the Self Study Report of the college and we hope that it is up to expectation.

Mr. Subrat Kumar Pradhan

Co-ordinator- Steering Committee

Kamarda Mahavidyalaya,

Kamarda, Balasore

Kamarda Degree College, Balasore, Odisha

DOCUMENT OF DREAMS & ASPIRATIONS

“Man may come and man may go but I go on forever” this is the inner voice of “Kamarda Mahavidyalaya”, Kamarda which is dedicated to the noble task of augmenting the cause of higher education in this under developed locality. The dreams and aspiration are enumerated as follows:

- *Infra structural Development for faculty wise accommodation.*
- *To computerize all the wings of the college establishment and organization.*
- *Developing innovative practices in learning extension and research area.*
- *Open more Self-financing courses and emerging areas of study.*
- *To generate enough funds and resource mobilization of the college.*
- *To be of noteworthy help to the local community in the agrarian sector.*
- *Launching of Website of the college.*
- *To develop this institution into an Ideal one in the locality.*

PART-1

Institutional Data

SECTION B: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

| | | |
|-----------------|--|---------------|
| Name : | KAMARDA MAHAVIDYALAYA | |
| Address : | AT/PO/VIA: KAMARDA, DIST-BALASORE | |
| City : BALASORE | Pin :756035 | State :ODISHA |
| Website : | www.kamardadegree mahavidyalaya.in | |

2. For Communication:

| Designation | Name | Telephone with STD code | Mobile | Fax | Email |
|--------------------------------|-----------------------|-------------------------|--------------------------|-----|--------------------------------------|
| Principal | Mr.Ananta Kumar Patra | O: R: | 9238548089 7064262209 | NA | kamarda_mahavidyalaya@rediffmail.com |
| Vice Principal | NA | O: R: | | | |
| Steering Committee Coordinator | Subrat Kumar Pradhan | O: R: | 9238866449 9040429019 | | Subratpradhan.3542@rediffmail.com |

3. Status of the Institution:

Affiliated College **Yes**
 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.

6. Sources of funding:

Government ☒Grant-in-aid ☒

Self-financing Any

other

7. a. Date of establishment of the college: ...05/06/1992... (dd/mm/yyyy)

b. University to which the college is affiliated / or which governs the college (If it is a constituent college)

FAKIR MOHAN UNIVERSITY, BALASORE

c. Details of UGC recognition:

| Under Section | Date, Month & Year (dd-mm-yyyy) | Remarks(If any) |
|---------------|------------------------------------|-----------------|
| i. 2 (f) | 12/03/2013 | |
| ii. 12 (B) | 12/03/2013 | |

(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.) **NA**

| 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: ...2013-14... (dd/mm/yyyy)

- b. for its performance by any other governmental agency?

Yes ☐

No ☒

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

| | |
|---------------------------|-----------------|
| Location * | Rural Area |
| Campus area in sq. mts. | (76800) Sq.mts. |
| Built up area in sq. mts. | (320) 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 **NA**
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)
 - * Girls' hostel **NA**
 - i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities) Boarding & Lodging
 - * Working women's hostel **NA**
 - i. Number of inmates
 - ii. Facilities (mention available facilities)
- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) **NA**
- Cafeteria – **✓**
- Health centre – **NA**

✓

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance... Health centre staff –

Qualified doctor Full time ☐ Part-time

Qualified Nurse Full time ☐ Part-time ☐

- Facilities like banking, post office, book shops ☐
- Transport facilities to cater to the needs of students and staff **NA**
- Animal house **NA**
- Biological waste disposal **NA**
- Generator or other facility for management/regulation of electricity and Voltage

- Solid waste management facility NA
- Waste water management NA
- Water harvesting NA

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 | No. of students admitted |
|---------|---|-------------------------------|----------|---------------------|-----------------------|----------------------|--------------------------|
| | Under-Graduate | B.A. | 3Yrs | +2 Arts | English and Odia | 160 | 193 |
| | 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?

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

| | | | | | |
|-----|--|----|--|--------|--|
| Yes | | No | | Number | |
|-----|--|----|--|--------|--|

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 (History, Odia, Economics, Education etc.) | UG | PG | Research |
|------------------------|--|----|----|----------|
| Science | | | | |
| Arts | 04 | 04 | | |
| Commerce | | | | |
| Any Other (Specify) | | | | |

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

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

17. Number of Programmes with

NA

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specifies and provides 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)..... (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. Is the institution opting for assessment and accreditation of Teacher Education Programme separately? 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. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

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 <i>Recruited</i> | | | | | 07 | 02 | 07 | 02 | 01 | |
| <i>Yet to recruit</i> | | | | | | | | | | |
| Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i> | | | | | | | | | | |
| <i>Yet to recruit</i> | | | | | | | | | | |

*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. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | 07 | 02 | 09 |
| Temporary teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | | | |

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 06

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

| Categories | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | |
|------------|---------|--------|---------|--------|---------|--------|---------|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| SC | 02 | 11 | 10 | 14 | 08 | 16 | 06 | 16 |
| ST | | | 03 | | | 01 | 02 | |
| OBC | 05 | 08 | 07 | 08 | 11 | 10 | 08 | 12 |
| General | 51 | 64 | 38 | 54 | 43 | 56 | 81 | 111 |
| 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 | ODISHA | | | | |
| Students from other states of India | | | | | |
| NRI students | | | | | |
| Foreign students | | | | | |
| Total | 193 | | | | |

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

UG PG

26. Unit Cost of Education Rs. 2993/-

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

(a) including the salary component

(b) excluding the salary component

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 -1:22

29. Is the college applying for

Accreditation: Cycle 1 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)

Cycle1: (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.

242

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

198

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC ...14/07/2014... (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) ... (dd/mm/yyyy)

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) **NIL**

Executive Summary

The Institution, Kamarda Mahavidyalaya is one of the premier institute of higher education in the northern part of Odisha in the district of Balasore. Keeping in view, the growing need of Higher Education in the coastal area of Balasore district, the college was set up in the year 1992 with 128 seats along with 64 seats in optional subjects.

In the academic year 1992, the college was affiliated to Utkal University in Bachelor of Arts. Later on the college is affiliated to Fakir Mohan University, Balasore.

In the year 2004-2005 Honours teaching in History and Economics and Honours in Odia and Education were introduced in 2011-2012 by Fakir Mohan University.

Honours teaching in History, Economics, Odia and Education with 16 seat each were introduced and affiliated to same University.

UGC affiliation under 2(f) and 12(B) was accorded in the month of March, 2013 and the institution is making a heady progress with it.

Since its inception the primary aim of the institution is to provide its students an impetus for higher education. The institution constantly endeavors to enable each students to explore his/ her own intrinsic talents and qualities, shows that he/ she may face real challenges of life whenever he/ she is required.

Besides our commitment to academic excellence our institution provides ample opportunities for the students to excel in the fields of Sports, NSS, Social service, Girls' Self Defense Training etc. The Institution aims at fulfilling some of its cherished dreams and objectives such as the promotion of environmental consciousness, national integration, Indian culture, social welfare and disaster management through various academic programmes offered by it.

To instill democratic spirit, elections to Students' Union and different societies are conducted through secret ballot. Thus, the institution is dedicated to create upcoming leaders. Students' Union also offers the students the chance to take part in various events like debate, essay, quiz, song, Poetry Recitation and mono action.

To instill the basic knowledge of computer science among the students, computer application course has been introduced in the college for degree students in Science as well as Arts Stream.

Recently, our college has come up with new and renovated infrastructural facilities including up-graded class rooms.

In regard to co-curricular activities we equip our students with wide vision of life and inquisitive mind through various activities such as departmental seminars , project work, field study , study tour, various competition and cultural programmes.

With regard to teaching –learning and evaluation the full fledged co-operation of the teachers of all departments has brought out outstanding results. Classes are engaged as per lesson plan and the syllabi are strictly followed. Students are encouraged to take project work, field work, seminar, workshop etc. College conducts unit tests and test examination besides the University examination at the end of each academic session. The institution holds good result at University level with regard to its performance.

Regarding research consultancy and extension activities, the faculty members attend refresher courses, orientation programme, national and state level seminars and remain in touch with latest methods of teaching. One faculty member is preparing for M.Phil course and two are for National Eligibility Test.

Extension activities are also undertaken by the institution through several programmes such as Good Citizenship awareness Mushroom culture, composting, Cattle immunization, blood donation camp, health check up camp and medical awareness. The striking feature and the motto of our college are to awaken moral standards and instill awareness in students about social service through several social service projects.

Regarding infrastructure, construction work of various buildings has been undertaken and this work will be completed at the earliest. We have a good stock of Books and Journals to meet the demand of students.

As per students support and progression they respond and take part overwhelmingly in different literary, cultural events conducted regularly by the institution. The institution has introduced the Poor Boys Fund for needy and poor students , other financial support for central and state Government are merit scholarship, Post metric scholarship for SC and ST students.

Feedback from students and parents and regular staff meeting etc are some of the mechanisms which are used for quality assessment and quality improvement. It has been regular practice for principal to meet the students in class room exclusively or informally out side the class room to get their informal feed back from time to time, so that quality sustenance is possible. Decentralization of authority has helped us to introduce many innovative practices such as involvement of teachers solving problems of students and fixation of accountability on the Heads of Departments for smooth running of each department. Evidences of students satisfaction are seen in the form of improvements of results, increase of pass percentages , decrease in dropouts , achievements in sports, and cultural activities and zero percentage of negative tendencies among students such as ragging, violent behavior , misbehavior in class room etc.

Communication between management and the staff is made in regular intervals to enable the management to review the activities of the college. As the Principal is the secretary of the management every activity is being conducted and supervised under his guidance. Internal co-ordination acts its best through discussion and regular departmental meetings and staff council meetings. Work is delegated to various committees headed by professors in charge to ensure smooth functioning. Students Admission Committee, Examination committee, library committee, women's cell, time table committee, discipline committee, Account Committee, Administrative Committee, ST/SC Cell, Construction Committee, Union Advisory Committee, Sports Committee, Anti Sexual Harassment Committee, R.T.I. Cell are some of the important committees.

Our college is a premier institute in the part of our district and it is very much conscious about its responsibilities to the nation at large, as the students of today will save its future and the institution is dedicated to help its students in career and character building with a sense of pride.

Part- II :

Criteria-wise Inputs

2. Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

Mission:-

The college is committed to the cause of providing opportunities of higher education to the rural youth and enabling them to develop as self reliant, responsible citizens in the society, building characters of young generation and by imbibing in them the spirit of scientific temper and human values, civic responsibilities, aesthetic sense and organizational abilities.

Vision:-

The founders of this institution in this rural and backward area further their visions which are to –

- Provide opportunity of higher education to rural youth
- Provide literacy and inspire them to be good citizens.
- To fulfill our goal of providing quality education through discussion, seminars, regular lecture method and examination.
- Provide extension services in the areas of small saving, health awareness, agriculture, rain water harvesting, disaster management, self defense etc.

The port folios/ (duty distribution within staff) of the college contains the vision and mission in addition to information for new entrance to the college.

Apart from this, new students are greeted in a special function (welcome ceremony) to intimate them about the various aspects and mission of this institution.

- 1.1.2 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).

This institution is affiliated to Fakir Mohan University and it follows the curriculum designed by the said university. The heads of the

departments distribute the syllabi among the faculty members of their own departments. The faculty members maintain progress register and check out their teaching plans in shape of lesson plan. If the syllabi are not completed within the stipulated time, extra classes are arranged by the subject teacher.

1.1.3 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 institution receives regular circulars, letters and e-mails from the university regarding changes and modification of the curriculum. In the way, faculty members receive all shorts of supports and guidance from the university.

The faculty members are informed to place orders to purchase books, reference books, journals of their subjects every year.

1.1.4 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 institution facilitates curriculum delivery provided by the affiliating university. The academic calendar has detailed program of lesson plans for every subject enabling the teachers and taught to prepare themselves for the lecturers and examinations. At the beginning of every academic session teachers are advised to intimate syllabus to new comers. The syllabus books are distributed among the students for their better acknowledgement.

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

NA

1.1.6 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 college can't design the curriculum being affiliated to Fakir Mohan University, Balasore, Odisha. The institution has to abide by and follow the curriculum designed by the said university. But teachers can suggest regarding curriculum through examiners' report provided them at the end of evaluation of answer scripts at valuation center.

- 1.1.7 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.**

NA

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

The mission of the institution is to impart higher education to all section of the society. The college does its best to meet the end. The teachers impart moral values among students through class room teaching and interaction with them. After getting feedback from the students through class room teaching, valuable suggestion are made to the teaching faculty. To materialize the spirit of curriculum the institution endeavors to develop overall personality of the students.

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.**

At present this institution provides degree level education in Arts.

- 1.2.2 Does the institution offer programmes that facilitate Twinning/ Dual degree? If 'yes', give details.**

NA

1.2.3 Give details on the various institutional Provisions with reference to academic flexibility and how those have 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**

| Sl. No. | Degree | Subject | Elective(any two) |
|---------|------------|--------------------|---------------------|
| | B.A.(Hons) | Odia | |
| 1. | History | History | Pol. Science, Odia. |
| 2. | Economics | Education | Economics, |
| 3. | Odia | Economics | Education. |
| 4. | Education | Political. Science | History. |
| 5. | | Philosophy | Philosophy |

1.2.4 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.

Nil

1.2.5 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.

NA

1.2.6 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?

NA

1.3 Curriculum Enrichment

1.3.1 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?

Since curricula for different courses are framed by the board of studies of the university. This affiliated college has to abide by and

adopt these curricula. The goal of the academic program of the college is to shape all round development of the character of the students making them capable of being employed.

1.3.2 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?

The institution makes efforts to enrich students' knowledge and experience by providing them with library facilities and availing them of various books for competitive exams.

All courses of (B.A.) ensure both knowledge and skill development leading to competence.

1.3.3 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?

The women's cell of the college takes care of the right of ladies- both students and staff. The cell also encourages girl students to take part different extra curricular activities.

Environmental Studies is a part of curriculum of BA, N.S.S. units of the college, Girls' self defense programme offer platforms for awareness regarding climates change as well as environmental education.

Discipline committee, Grievance Redress Cell, Anti raging cell, Anti sexual harassment cell, R.T.I caters to the issues regarding human right violation.

1.3.4 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

Value oriented curricula of the humanities give the students opportunities of self development and lead to their sincerity, honesty and hard work.

B. A. is a basic humanity subject; the theoretical classes ensure development of skill based on theoretical knowledge.

N.S.S. units of the institution organize programs related to various social issues.

- 1.3.5 citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

NA

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

The head of the institute with the help of IQAC members monitors and evaluates quality of enrichment programs.

1.4 Feedback System

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

NA

- 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.

There is no provision to communicate to the university. The feedback obtained from staff meeting and students is analyzed to enrich teaching process.

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

Any other relevant information regarding curricular aspects which the college would like to include.

NA

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

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

Students are admitted through E-admission process governed by the department of Higher Education.

To ensure transparency in admission process, for the course we sincerely follow the procedure mentioned in E-admission guideline.

The selected candidates' lists are displayed on college notice board as well as DHE website. Admission to the course is conducted under the supervision of Admission committee as well as principal.

- 2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) for various programmes of the Institution.**

UG courses of B.A. in Honours and general courses, the admission is based on merit at the +2 examination cum reservation as per the order of the Govt. of Odisha and the affiliating University i.e., F.M. University Balasore.

- 2.1.3 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.**

| | KM, Kamarda | NMC Rupsa | S.R.C, Baliapal | S.S.C, Amatda Road |
|-------------------|-------------|-----------|-----------------|--------------------|
| History Hons | 55.67 | 56.17 | 57.5 | 58 |
| Economics Honours | 46.83 | 55 | 56.33 | 57.33 |
| Odia Honours | 61.05 | 60.83 | 61.33 | 62.83 |
| Education Honours | 63.67 | 70.17 | 69.83 | 70.83 |

Maximum and minimum percentage of marks for admission at entry level for each programmes offered by the college for the session 2014-15 are given below:

Maximum percentage of marks for admission at entry level (Aggregate %)

College Name and Aggregate %

Maximum percentage of marks for admission at entry level (Aggregate %)

College Name and Aggregate %

| | KM, Kamarda | NMC Rupsa | S.R.C, Baliapal | S.S.C, Amatda Road |
|----------------------|----------------|-----------|--------------------|--------------------------|
| History Hons | 65.33 | 53.17 | 54.17 | 53 |
| Economics Honours | 63.83 | 53.17 | 54 | 55.17 |
| Odia Honours | 75.17 | 57.17 | 59.17 | 60.5 |
| Education Honours | 78.05 | 69 | 68 | 65.5 |
| B.A. General | 58.33 | 55.17 | 57 | 53.81 |

- 2.1.4 **Is there a mechanism in the institution to review the admission process and student profiles annually? If 'Yes', then what is the outcome of such effort and how has it contributed to the improvement of the process?**

No, Admission process is conducted by the directives of E-admission process.

- 2.1.5 **Reflecting on 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**

- * SC/ST
- * OBC
- * Women
- * Differently abled
- * Economically weaker sections
- * Minority community
- * Any other

E-Admission policy reflects national commitments to diversities and inclusion by adopting reservation-cum-merit as per the orders of Govt. of Odisha and the admission process in college is absolutely conducted by the e-Admission directives. The number of female students far exceeds that of male students in humanities. This clearly shows that our institution is playing an important role towards female education.

- 2.1.6 **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 UG Level | Number of applications | | | Number of students admitted | | | Demand Ratio | | |
|---------------|---------------------------|------------------------|---------|---------|-----------------------------|---------|---------|--------------|---------|---------|
| | | 2012-13 | 2013-14 | 2014-15 | 2012-13 | 2013-14 | 2014-15 | 2012-13 | 2013-14 | 2014-15 |
| Sl No. | B.A. Honours | 658 | 577 | 891 | 141 | 147 | 193 | 4.66 | 3.92 | 4.61 |
| 01 | History | 32 | 41 | 43 | 16 | 16 | 19 | 2 | 2.56 | 2.26 |
| 02 | Economics | 39 | 31 | 40 | 11 | 16 | 17 | 3.54 | 1.93 | 2.35 |
| 03 | Odia | 71 | 73 | 77 | 16 | 16 | 19 | 4.43 | 4.56 | 4.05 |
| 04 | Education | 82 | 85 | 83 | 16 | 16 | 19 | 5.12 | 5.31 | 4.36 |

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-able students and ensure adherence to government policies in this regard?

The college has no facility to cater to the needs of differently able students.

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

The performance of students in the last examinations is the basis of assessment of the knowledge and skills of the students before the commencement of the programmes.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

Slow learners are identified and remedial classes are organized. They are encouraged to counsel with teachers for concept clarification. Revision of topics is conducted for them.

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

Women's cell of the college addresses issues related to women staff and students. The cell encourages students and staff to participate in cultural

activities. The cell also makes women students aware of social responsibilities and gives mental support to fight against sexual harassment of women students. Self defense workshop for women is conducted annually and they are trained with skills for self defense.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

Advance learner is identified by the subject teacher in due course after admission. Special books of more advanced level are recommended to them. Academic seminars are conducted to provide a platform to advance learners to enrich their knowledge. Advanced learners are encouraged to participate in quiz, debate, essay, cultural programmes and NSS programmes and to understand real world problems and develop understanding of different problems.

2.2.6 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 drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

Regarding dropout and performance of the students, the college gets information through attendance register, class tests and test examination. Such data is used to make strategies to improve the academic performance of the disadvantaged sections of society, physically challenged, slow learners economically weaker sections etc. Drop out is minimized by constant persuasion. Personal and academic counseling are conducted by the head of the institute. Concessions are available to them.

2.3 Teaching-Learning Process

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

Teaching Plan is prepared by the Heads of the Departments every academic year.

Evaluation Blue Print:- Prior to the commencement of examinations in this institution, the teachers of each department take the responsibilities of informing the students about the patterns of questions , schemes of evaluation.

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

IQAC contributes immensely to improve the teaching and learning process. It helps organization to conduct more Seminars, Workshop etc. in order to spread awareness on academic and social issues. It also encourages and provides supports to the staff members for their quality improvement in teaching.

2.3.3 How learning is made more student-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?

Right from the time a student enters the college he/she is guided and inspired to channelize his/her energy in best possible manner. They are encouraged to take part different programmes to get them accustomed to the institution.

The support structure and systems available for teachers to develop skills are like academic mode of teaching, smart class room, library, organizing seminars, field study, survey and practical classes etc. are also conducted.

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

The college inculcates discipline and good manner in students. It organizes seminars in various departments. Study tours are conducted every year. Students are involved in NSS Programme as well as different cultural programmes and the institution inculcates social responsibilities among students.

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

Lecture method, interactive method, seminars, black board, question and answer method are used by the faculty for effective teaching. Faculty can access well equipped library.

2.3.6 How are the students and faculty exposed to advanced level of knowledge

and skills (blended learning, expert lectures, seminars, workshops etc.)?

Seminars are organized on regular basis by all the departments to update their knowledge. Resource persons from other college and University delivered their lecture in the seminars. News paper and internet are used to keep abreast of latest advancements. Books, Magazines are purchased on regular basis for knowledge up gradation. Computer lab has been established keeping in mind the advancement in information technology.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring /academic advise) provided to students?

Subject teachers regularly advise and guide students to choose their stream and subjects and sort out their problems. Students are also encouraged to participate in sports and cultural activities at University, state and national level.

2.3.8 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 student learning?

Innovative practices such as seminars based on curriculum, interactive method, computer assistant learning and field study have been adopted by the faculty during the last four year.

2.3.9 How are library resources used to augment the teaching- learning process?

The college library has subscribed to various journals related to different subjects. Books and magazines are purchased for college library on regular basis for knowledge up gradation. News papers and internets are used to keep abreast of latest advancements in a particular field. Test book and reference books are issued to students on the appointed days and reading room facilities for all. All question papers of University Exams in all the subjects are available to the students.

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

All the departments face problems in completing the curriculum within the planned time frame due to shortage of staff. The college has recruited part time guest teachers to meet the staff shortage and thus help to complete syllabi. To develop the personality of students, the institution encourages them to

participate in co-curricular and extra curricular activities which become hurdles in completing the curriculum in time. The faculty members take extra classes to complete the curriculum in time.

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

The college monitors and evaluates the quality of teaching-learning through IQAC Feed back. The head of the institution also regularly conducts meeting of the heads of the departments and steps are discussed to improve teaching-learning progress. The college grievance redress cell also takes care of the quality of teaching.

2.4 Teacher Quality

- 2.4.1 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

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| D.Sc./D.Litt. | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | 03 | | 03 |
| Temporary teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |
| PG | | | | | 04 | | 04 |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | |
| M.Phil. | | | | | | | |

- 2.4.2 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.**

No new programmes like Biotechnology, IT, Bioinformatics etc. introduced by the institution.

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

a)Nomination to staff development programmes

| Academic Staff Development Programmes | Number of faculty nominated | | | |
|---|-----------------------------|---------|---------|---------|
| | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
| Refresher courses | 00 | 00 | 00 | 00 |
| HRD programmes | 00 | 00 | 00 | 00 |
| Orientation programmes | 00 | 00 | 00 | 00 |
| Staff training conducted by the university | 00 | 00 | 00 | 00 |
| Staff training conducted by other institutions | 00 | 00 | 00 | 00 |
| Summer / winter schools, workshops, Seminars etc. | 00 | 00 | 00 | 00 |

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

- : - Teaching learning methods/approaches
- : - Handling new curriculum
- : - Content/knowledge management
- : - Selection, development and use of enrichment materials
 - : - Assessment
 - : - Cross cutting issues
 - : - Audio Visual Aids/multimedia
- : - OER's

:- Teaching learning material development, selection and use
NA.

c) Percentage of faculty

- * invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**

02 %

- * participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies**

10%

- * presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**

2%

- 2.4.4 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 college encourages the faculty members to pursue research. Study leave is granted to those who take up research work.

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

NIL

- 2.4.6 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?**

The college has introduced evaluation of the teachers by the students. The feed back from the students is obtained teacher-wise and course -wise. The outcome of the feed back analysis is informed to the teachers for future improvement of teaching ability.

2.5 Evaluation Process and Reforms

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

The institution has a continuous system of students evaluation through unit test, test exam and annual exam conducted by Fakir Mohan University. These

examinations are conducted as per University rules for the purpose of promoting students for the next academic year. Students are made aware of evaluation process at the time of entry in to the college. The details of such evaluation are also published in the college calendar, displayed on Notice Board and Guard file for information of students and teachers.

2.5.2 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?

After completion of each academic year of three years degree course, the examination for each degree (First University Exam, second University Exam and Final University Exam) is now held annually. The college cannot reform the process of examination as it is conducted under University Guidelines and the institution strictly adheres to these rules.

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

The class test is conducted and assessed papers are distributed to students. When ever the performance is not satisfactory the students are counseled. In case of necessity, guardians are informed. When a student is absent from the test exam because of any reason, the student get chance to attempt the test paper on a later date. Examination results are displayed on the notice board. Results of under performing students in the examinations are communicated to the guardians.

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

The formative and summative assessment approaches adapted to measure student's achievements are unit test exam, test exam and university exam. In addition to that, debate, quiz, mono action, singing, dancing are organized and they are also encouraged to take part at various platforms. Special care is taken for games and sports and students are trained to appear in different competition at inter University level.

2.5.5 Detail 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.

The students are well behaved courteous and devoted to study. As the college is situated in rural agrarian area, they are laborious, industrious, disciplined and honest. No student unrest has surfaced since its inception.

They take regular classes and for conceptual understanding they consult with teachers and they stick to self study. The students follow English and Odia as the medium of study.

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

The institution tries hard to enable students to shape their personality by developing their talents and skills. All the faculty members work hard to impart moral, cultural, social, intellectual and spiritual knowledge among the students as part of their responsibility. The college also strives to make the students responsible citizens of the nations.

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

There is a grievance redress cell for the students in the college regarding the evaluation. In the examination section a clerk is assigned to task of collecting the applications from the aggrieved students and submits those to the principal for consideration. The students are addressed individually by the subject teacher and the answer scripts are shown to them. Teachers point out the mistakes and suggestions are given to improve their performance.

Regarding the discrepancies at University level , the students register their grievances through the head of the institution in prescribed format given by the University for re -Examination in specific subject and papers as desired by the students .

2.6. Student performance and Learning Outcomes

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

The college has clearly stated learning out-comes stated in vision and mission statement of the college. The college endeavors to make our girls and boys competent persons to face the realities of life being the member of the society.

2.6.2 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.

Institution monitors the progress and performance of the students through out the duration of course / programme through class room lectures and annual and test examinations. Attendance of the students is strictly adhered to. The students who are falling short in attendance are contacted personally and if necessary their parents are also informed.

Analysis of students results of last four years.

Programme wise details pass percentage.

| Sl No. | Programme | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|--------|------------------|---------|---------|---------|---------|
| | B.A. Hons. | | | | |
| 1. | History-FUE | 88.88 | 100 | 100 | 84.21 |
| 2. | History-SUE | 100 | 100 | 100 | 100 |
| 3. | History-FNUE | 71.42 | 93.33 | 80 | 100 |
| 4. | Economics-FUE | 100 | 80 | 93.75 | 81.25 |
| 5. | Economics -SUE | 100 | 100 | 77.77 | 100 |
| 6. | Economics - FNUE | 62.50 | 93.75 | 100 | 77.77 |
| 7. | Education-FUE | 100 | 100 | 93.33 | 100 |
| 8. | Education -SUE | | 93.75 | 100 | 100 |
| 9. | Education-FNUE | | | 87.50 | 100 |
| 10. | Odia-FUE | 100 | 93.75 | 87.50 | 100 |
| 11. | Odia -SUE | | 100 | 100 | 73.33 |
| 12. | Odia -FNUE | | | 100 | 100 |
| 13. | B.A.General-FUE | 59.45 | 83.11 | 63.63 | 82.11 |
| 14. | B.A.General-SUE | 97.43 | 88.88 | 80.00 | 73.77 |
| 15. | B.A.General-FNUE | 79.12 | 84.44 | 68.91 | 44.31 |

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

The teaching , learning and assessment strategies of the institution structured to facilitate achievement of the intended learning outcomes through: well lighted and airy , specious class rooms ,good library facilities, unit test, test exam, seminar, field study and study tour.

2.6.4 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?

- ◆ Introduction of entry into service classes sponsored by UGC
- ◆ Computer Hub for all.
- ◆ Well equipped library, provide a good platform to the students to their innovative and creative work.
- ◆ Departmental Seminars, Project works, Field Study and study tour are to be organized regularly.
- ◆ N.S.S. wings of the college regularly organized programmes of social and cultural relevance such as health awareness programme, Aids awareness, Sanitation, Safe drinking water, women & child welfare etc. are to be done.

2.6.5 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 college has formed IQAC to collect and analyze data on student learning outcomes. In this way, advance and slow learners are differentiated and subsequent regular classes are taken to remove their barriers.

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

The college monitors the achievement of learning outcomes through IQAC and examination committee. In this process slow and advance learners are differentiated and measures are taken to improve their learning outcomes by conducting extra classes and holding class discussion.

2.6.7 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.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes.

The institution and individual teachers use the assessments / evaluation as an indicator for evaluating students performance through marks obtained in unit

test exam, test exam, class room performance, activities and performance in NSS, sports and cultural activities and rewards received by students.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

- 3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The institution does not have a recognized research center.

- 3.1.2 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 research committee to monitor and address the issues of research.

The members of the committee are-

1. Mr. Ananta Kumar Patra, Principal, Convener.
2. Administrative Bursar.
3. Accounts Bursar
4. IQAC Coordinator
5. Heads of Honours departments

The committee holds meetings in order to discuss various plans to promote research and motivate the faculty for academic advancement.

Few Recommendations made by the committee

1. The committee recommends that the research scholars should be given infrastructural facilities by the college authority.
2. It also recommends to the Governing Body the grants of study leave to complete the Ph.D work. The committee provides necessary help to interested faculty members to apply for major and minor research projects.
3. It encourages research publication.

3.1.3 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**

§ **Adequate infrastructure and human resources**

§ **Time-Off, reduced teaching load, 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**

Initiatives are taken by the institution to facilitate smooth progress of research work. Computers and internet facilities are available for all departments. The college ensures all help possible to promote research activities in the institution.

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

NA

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

One faculty member is continuing minor research project on "Sericulture".

3.1.6 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.

NA

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

NA

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

The institution regularly organizes seminars and eminent professors of different colleges visit as resource persons.

3.1.9 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?

No faculty has utilized Sabbatical Leave for research activities.

3.1.10 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 (lab to land)

NA

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

The institution does not have any specific budget provision for research.

3.2.2 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 provision to provide seed money to the faculty for research.

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

There is no provision to financial help to support students' research projects by students.

3.2.4 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.

NA

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

The project holder of any faculty can use computer and internet facilities.

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

The institution has never received any special grants or finances from the industry or other beneficiary agency for developing research facility.

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.

NA

3.3 Research Facilities

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

NA

3.3.2 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?

The institution is striving hard to develop infrastructural facilities for research in near future.

3.3.3 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.

No.

The institution has not received any special grant of finances from the industry or the beneficiary agency for developing research facility.

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

No research facilities are made available to the students and research scholar outside the campus / other research laboratories.

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

The following facilities are available especially for the researchers:

- Computer with internet system
- General / departmental library
- Printer, photo copier, scanner

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

NA

3.4 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)
- *Original research contributing to product improvement
- *Research studies or surveys benefiting the community or improving the services
- *Research inputs contributing to new initiatives and social development

NA

3.4.2 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?

NA

3.4.3 Give details of publications by the faculty and students:

***Publication per faculty**

***Number of papers published by faculty and students in peer reviewed journals (national / international)**

***Number of publications listed in International Database (for E.g.: Web of Science, Scopus, And 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 publishers**

***Citation Index**

***SNIP**

***SJR**

***Impact factor**

***h-index**

NA

3.4.4 Provide details (if any) of

***research awards received by the faculty**

***recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

***incentives given to faculty for receiving state, national and international recognitions for research contributions.**

3.5 Consultancy

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

NA

3.5.2 What is the stated policy of the institution to promote consultancy?

How is the available expertise advocated and publicized?

The achievements of faculty are highlighted as news items in daily news papers.

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

The institution encourages the staff to organize workshop and seminar to share their knowledge with local people through extension program.

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

Revenue generated consultancy services are not provided by the institution.

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

NA

3.6 Extension Activities and Institutional Social Responsibility (ISR)**3.6.1 How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

This institution has adopted villages under NSS scheme and regular camps are held there. During the festive seasons, local fairs give the opportunity to the students, to have campus established in the fair and provide service to needy peoples. The sense of belonging to the community is seen while week, long camps are held in the village. The students share the experiences of village life, their way of life and their problems. The Planning Forum of the college also undertakes regular economic survey in these villages. Community orientation activities are reflected through blood donation camps, health camp, mushroom culture, coir making etc.

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

There are following institutional mechanism to track student's involvement in various social activities which promote citizenship roles:

- NSS
- Women's cell
- Student's union

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

The institution solicits student's perception through their feedback every year and Alumni's perception through interaction with them at Alumni meets on the overall performance and quality of the institution.

3.6.4 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.

Under the Banner of extension activities the students of this institution are creating awareness through NSS in the community around the institution. In brief outlines they can be enumerated as follows:

- Camps organized at adopted village in different social issues
- Awareness programs like sanitation, environmental issues, women's right, prevention of malaria, filaria and family planning
- Cleaning the environment and personal cleanliness

Program Officers of NSS

Mr. Subrat Kumar Pradhan Lect. in English

Miss Kausiki Panda Lect. in Economics

Budget

Subrat Kumar Pradhan, NSS PO,- Unit-I (Boys Unit)

| Session | Amount | Programme |
|---------|----------|--|
| 2012-13 | 19,850/- | Special Camp, Normal Camp, Plantation, awareness, Cleaning |

| | | |
|---------|----------|--|
| 2013-14 | 19,850/- | Special Camp, Normal Camp, Plantation, awareness, Cleaning |
| 2014-15 | 19,850/- | Special Camp, Normal Camp, Plantation, awareness, Cleaning |

Kausiki Panda, NSS PO,-Unit-II(Girls Unit)

| Session | Amount | Programme |
|---------|----------|----------------------------|
| 2012-13 | | |
| 2013-14 | 13,100/- | Special Camp, Regular Camp |
| 2014-15 | 13,100/- | Special Camp, Regular Camp |

3.6.5 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?

At the beginning of every academic session students are duly noticed to apply in a prescribed format to be selected as NSS volunteers. After being selected the volunteers are trained by their respective programme officers.

This institution has two wings of NSS volunteers unit. They make significant contribution to local people by organizing camps. Where every one of the college participate. Regular camps are organized during Sundays and other holidays. Women's cell promotes students involvements in extension activities.

3.6.6 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?

NA

3.6.7 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 impact of the extension programme promotes volunteer service and community work. Different programmes have brought about noticeable different in the lives of community.

Participation in social issues and environmental awareness programs increase the social and environmental awareness of the students. This also leads to a holistic personality development of a student which helps in their future endeavors in any carrier which they opt for. A deeper understanding of community is developed in students. The programs encourage students to develop a life long ethic of service to society.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution has involved the community in its extension activities. It contributes to the community development through its NSS units and women's cell.

- Promotion of national integration, AIDs awareness, health awareness camp by the NSS unit every year.
- Programs for women and children of the near by villages by NSS units undertaken every year
- Self defense skill for women was organized to train women students the art of self defense.
- Water management program was organized to teach students how to manage water in a fruitful way.

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

NA

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

NA

3.7 Collaboration

- 3.7.1 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.

NA

- 3.7.2 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.

NA

- 3.7.3 Laboratories/Library/new technology/placement services etc. 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.

NA

- 3.7.4 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.

NA

- 3.7.5 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 -

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development

- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

NA

- 3.7.6 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.

NA

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

- 4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The Construction Committee and Purchase Committee of the institution with help of Governing Body makes a policy to create and enhance new infrastructure and renovate the existing the infrastructure.

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities - classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- b) Extra -curricular activities - sports, outdoor and indoor games,

gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Details facilities available for:

a) Curricular and co-curricular activities-

- There are adequate class rooms apart from the departmental rooms. Big class rooms can accommodate approximately 125 students. The big class rooms are well ventilated and airy.
- One garden in front of science building

b) Extra –curricular activities –

- The college is well known for its sports activities. Students take part in inter college; inter university competitions for different events. Cricket team, Volley Team for boys regularly participate inters university competition.
- Every year Annual sports meet is organized by Athletic society of the institute to inculcate sports habit among students.
- Both boys and girls are equipped for indoor games like Carom, Chess.

4.1.3 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).

Master plan is enclosed.

- Administrative block and Principal's room have been renovated.
- One Ladies' Hostel for the accommodation of 50 girl students to be constructed under UGC fund.
- Language Communication Skill and Multimedia Lab have been constructed under the special grant of the Government of Odisha.
- A computer (SAMS) with new computer and equipments.

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

At present there are no differently-able students on

the rolls of the college, whenever the situation arises this shall be dealt properly with adequate care.

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

- Hostel Facility –
- Recreational facilities, gymnasium, yoga center, etc.
- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with indoor game equipments
- Available residential facility for the staff and occupancy
 - Constant supply of safe drinking water
 - Security
 - There is no residential facility for the staff.
 - Safe drinking water is supplied both students and staffs
 - A night watchman is appointed for security of college campus.

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

There is a separate room for health unit with First Aid equipments for the students and staff. The unit provides First Aid treatment for students and staff.

4.1.7 Give details of the Common Facilities available on the campus spaces for special units like IQAC, Grievance Redress 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.

- The IQAC was established on 14.7.2014, to carry out its work. Its main objective is to plan and implement quality initiatives and evaluate. It supports to conduct workshops, awareness programs special lectures on quality innovations.
- The college has a Grievance Redress Cell to redress the grievances

regarding academic matters, financial matters, library and others. The committee shorts out their problems promptly and judiciously.

- Women's cell of the institution address issues related to staff and students. It also encourages staff and students in all cultural activities and makes women students aware of social responsibility.
- NA
- NA
- Health unit monitors the health of the students and staff. The unit provides First Aid treatment for students and staff.
- There is a staff common room for teacher and common room for boys and girls
- Safe drinking water facility is provided for all staff and students. Water purifiers are installed.

4.2 Library as a Learning Resource

4.2.1 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 library has an Advisory committee. The library committee formulated policies and guidelines for smooth functioning of the library.

President----- Principal

Members -----Heads of two departments

Asst. Librarian

Library attendant

At the beginning of the every academic session the library committee holds a meeting in which different plans for the development of the library are checked out. Books are purchased every year as per the funds available. It facilitates the issues of books to students on the appointed dates. It also provides directions for a balanced growth of library and considers the development proposal of the library.

4.2.2 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 (sq. mts) | 500sq feet |
| Total sitting capacity | 25 |
| Working hours (on working days, on holidays, before examination days, during examination days, during vacation) | Working hours on working days, before examination days, during examination days are from 10.30 A.M. to 5 P.M. During vacation and holidays, the library remains closed. |
| Layouts of library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing E-resources) | NA |

4.2.3 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.

Books, journals and other reference documents are obtained as per the preference of different departments of the college. The librarian scans the received catalogues and brings it to the notice of the library committee. The committee members decide the utility of procuring such newly published books. Book-exhibition, book fairs, book stalls are visited and proposals are made to procure important books for the enrichment of the library. A sum of Rs.864060/- has been spent for the procurement of books journals to the library in last 4 years.

| Library | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|---------|---------|---------|---------|---------|
|---------|---------|---------|---------|---------|

| holdings | Number | Total Cost | Number | Total Cost | Number | Total Cost | Number | Total Cost |
|--------------------------|--------|------------|--------|------------|--------|------------|--------|------------|
| Text books | 111 | 9921 | 186 | 17212 | 156 | 18708 | 388 | 41773 |
| Reference Books | 55 | 8611 | 137 | 23172 | 82 | 11540 | 72 | 10765 |
| Journals/ Periodicals | 46 | 1190 | 00 | 00 | 00 | 00 | 00 | 00 |
| e-resources | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 |
| Any other (specify) | | | | | | | | |

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

***OPAC**

***Electronic Resource Management package for e-journals**

***Federated searching tools to search articles in multiple databases**

***Library Website**

***In-house/remote access to e-publications**

***Library automation**

***Total number of computers for public access**

***Total numbers of printers for public access**

***Internet band width/ speed** ☐ 2mbps ☐ 10 mbps ☐ 1 gb
(GB)

***Institutional Repository**

***Content management system for e-learning**

***Participation in Resource sharing networks/consortia**
(like Inflibnet)

NA

4.2.5 Provide details on the following items:

***Average number of walk-ins**

***Average number of books issued/returned**

***Ratio of library books to students enrolled**

- *Average number of books added during last three years
- *Average number of login to opac (OPAC)
- *Average number of login to e-resources
- *Average number of e-resources downloaded/printed
- *Number of information literacy trainings organized
- *Details of “weeding out” of books and other materials

| 2013-14 | Library |
|--|-------------|
| Average number of walk-ins | 70 |
| Average no. of Books | 40/40 daily |
| Ratio of library books to students enrolled | 1:3 |
| Average no. of books added during last 3 years | 1021 |
| Average no of login to OPAC | Nil |
| e-Resorces | Nil |
| Information literacy training organise | Nil |
| Details of “weeding out “ of books and other materials | Nil |

4.2.6 Give details of the specialized services provided by the library

- *Manuscripts
- *Reference ✓
- *Reprography
- *ILL (Inter Library Loan Service)
- *Information deployment and notification (Information Deployment and Notification)
- *Download ✓
- *Printing ✓
- *Reading list/ Bibliography compilation
- *In-house/remote access to e-resources
- *User Orientation and awareness
- *Assistance in searching Databases

***INFLIBNET/IUC facilities**

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

The support provided by the library staffs to the students and teachers of the college is in the form of reading room, landing rooms for students. Library staffs help readers to trace the books, maintaining the peaceful and academic environmental.

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

There is no special facility to the visually / physically challenged persons.

4.2.9 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, the library gets oral feedbacks from its users in the form of complains and suggestions. The library committee analyses these complains and suggestions and forward them to the principal for appropriate action. Such feedback is used to make library user friendly.

4.3 IT Infrastructure

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

- Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio
- Stand alone facility
- LAN facility
- Wi-Fi facility
- Licensed software
- Number of nodes/ computers with Internet facility

-Any other

- No. of computer ----01.
- No. of computer with internet facility---01nos
- College has a computer (SAMS)

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

One computer lab , with 01 computer for the students and for the institution is used for several purposes.

4.3.3 Plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college is upgrading its IT infrastructure facilities every year as per the fund available.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year Wise for last four years)

The college has no fixed budget for procurement, up gradation, deployment and maintenance of the computers. College has been adding the service of authorized dealer.

4.3.5 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

- All sections of office (administration, examination and accounts) have been provided with computer facilities.

4.3.6 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.

NA

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

NA

4.4 Maintenance of Campus Facilities 4.4.1 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)?

| | | Budget for maintenance | | | |
|----|---------------------------|------------------------|---------|---------|---------|
| | | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
| a. | Building | 10175 | 26545 | 11000 | 397000 |
| b. | Furniture | 27380 | 2975 | 8000 | 121000 |
| c. | Equipment | 13087 | 26522 | 8100 | 35573 |
| d. | Computers | 245 | 41783 | 11430 | 4525 |
| e. | Vehicles | NIL | NIL | NIL | NIL |
| f. | Any other office expenses | 64406 | 53464 | 65120 | 89541 |
| g. | Telephone | | | | |
| h. | Electric charges | | 1957 | 2800 | 3867 |
| i. | Material & supply | | | | |

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

There is a construction committee for construction and maintenance of buildings water supply, power supply and super visions. There is a temporary electrician. Maintenance of toilet and cleaning of campus are done by a full time appointed sweeper.

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

- Day to day maintenance of infrastructure is carried out by the staff appointed for cleaning and maintenance of building.

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

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

The institution has uninterrupted supply of electricity and during power cuts inverter facilities are available. There is an overhead water tank with water pump for constant supply of water.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

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 college calendar which provides clear information to students about all programmes, history of the college, staff position, subject combination and holidays etc.

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

| Year | Type of Aid | No. of Students | Amount of Aid |
|---------|-------------------------------|-----------------|---------------|
| 2011-12 | State Govt. SC/ST Scholarship | | |
| | Freeship | | |
| | SSG | | |
| | Others | | |
| 2012-13 | State Govt. SC/ST Scholarship | 29 | 52200 |
| | Freeship | | |
| | SSG | | |

| | | | |
|---------|-------------------------------|----|-------|
| | Others | | |
| 2013-14 | State Govt. SC/ST Scholarship | 32 | 70400 |
| | Freeship | | |
| | SSG | | |
| | Others | | |
| 2014-15 | State Govt. SC/ST Scholarship | 42 | 92400 |
| | Freeship | | |
| | SSG | | |
| | Others | | |

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

Approximately 50 % of the students receive financial assistance from state Govt.

5.1.4 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 institution of Higher learning/ corporate/ business house etc.



Publication of student magazines

- Scholarship is given by the state Govt. to SC/ST and economically weaker sections.
- TA is granted for the students who take part in inter college; inter university and state level competition.
- The college health unit provides First Aid. In case of emergencies the patient is taken to Kamarda PHC for treatment.
- Only reference books are provided.
- Extra classes are taken and revision of topics is conducted.
- NA
- The college annually publishes a magazine under the title “The Anewesha” for students. It provides a platform for budding literary talents. The college also brings out a wall magazine which comprises articles and poems etc.

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

NA

5.1.6 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 requirements, sports uniform and materials

*Any other

- Athletic Society, NSS Unit and students’ union of the college chalk out the policies and strategies to promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competition, debate discussion and cultural activities etc.
- Students are advised to take nutritious meals during their practice and performance in competitions.
- Sports kit with uniform and sports material like cricket, volley ball, carom board, chess, badminton, put the shot, discuss throw, javelin throw etc are provided.

5.1.7 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, Defense, Civil Services, etc.

NA

- 5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc?)

NA

- 5.1.9 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 programmes.)

NA

- 5.1.10 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, there is a Grievance Redressal Cell in this college meant for students. The students have the freedom to pen down their problems and their problems are placed in the Redressal Forum. The principal, Grievance Redressal forum incharge and other senior teachers deals with the situation and take necessary actions to relieve the students of their problems.

Grievances Redresses during last four years of the students:

- New Class Rooms for Arts Departments.
- More Books in the Library according to new Syllabus.
- Extra Classes for +3 3rd Yr. students.
- Improvement of drinking water facilities for students.
- Good Toilet facilities for students.
- Facilities for sports and games.

- 5.1.11 what are the institutional provisions for resolving issues pertaining to sexual harassment?

Women's' cell addresses issues related to women staff and students. The cell makes women students aware of social responsibilities and gives them mental support to fight for justice. The cell guides and counsels the female students.

No Sexual harassment is reported in this institution.

- 5.1.12 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?

There is anti ragging committee separately but the discipline committee of this college takes up the ragging issues for redress. No instance of ragging have been reported in this connection since its inception.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

Extra classes are arranged for clearing the doubts.

Organization of cultural and sports events.

5.1.14 Does the institution has a registered Alumni Association? If

'Yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The institution has no Alumni association.

5.2 Student Progression

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

Students Progression %

| Year | Higher Education | Employment |
|---------|------------------|------------|
| 2011-12 | BA | 30 % |
| | 42% | |
| 2012-13 | 45% | |
| 2013-14 | 50% | |
| 2014-15 | 53% | |

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort 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.

Programme-wise details Pass % for last four years

| Sl No. | Programme | 2011- | 2012-13 | 2013-14 | 2014-15 |
|--------|-----------|-------|---------|---------|---------|
|--------|-----------|-------|---------|---------|---------|

| | | | | | |
|-----|------------------|-------|-------|-------|-------|
| | | 12 | | | |
| | B.A. Hons. | | | | |
| 1. | History-FUE | 88.88 | 100 | 100 | 84.21 |
| 2. | History-SUE | 100 | 100 | 100 | 100 |
| 3. | History-FNUE | 71.42 | 93.33 | 80 | 100 |
| 4. | Economics-FUE | 100 | 80 | 93.75 | 81.25 |
| 5. | Economics -SUE | 100 | 100 | 77.77 | 100 |
| 6. | Economics -FNUE | 62.50 | 93.75 | 100 | 77.77 |
| 7. | Education-FUE | 100 | 100 | 93.33 | 100 |
| 8. | Education -SUE | | 93.75 | 100 | 100 |
| 9. | Education-FNUE | | | 87.50 | 100 |
| 10. | Odia-FUE | 100 | 93.75 | 87.50 | 100 |
| 11. | Odia -SUE | | 100 | 100 | 73.33 |
| 12. | Odia -FNUE | | | 100 | 100 |
| 13. | B.A.General-FUE | 59.45 | 83.11 | 63.63 | 82.11 |
| 14. | B.A.General-SUE | 97.43 | 88.88 | 80.00 | 73.77 |
| 15. | B.A.General-FNUE | 79.12 | 84.44 | 68.91 | 44.31 |

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

NA

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

- Personal counseling offered
- Parents are consulted.
- The students are encouraged to pursue their studies

5.3 Student Participation and Activities

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

The sports, games, cultural and other extra curricular activities available to students are:

- Indoor Games --- Chess, Carom
- Out Door Game: -- Cricket, Valley Ball, athletic and throwing events.
- Cultural activities --- GK, Quiz, Debate, Essay Writing, Poetry Recitation ,Song, Mono action, etc.
- Students festival – Ganesh Puja, Saraswati Puja, Annual day function with prize

distribution, dramatic society, welcome ceremony, farewell ceremony, study tour etc.

- 5.3.2 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.**

| Level of Game | | Participation of students | | | | Out comes | | | |
|--------------------------|----------------|---------------------------|---------|---------|---------|-----------|---------|---------|---------|
| | Game | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
| State / University level | Cricket | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Volley ball | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Kabadi (Women) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

- 5.3.3 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 placement cell is not there in this institution. However, the verbal feedback is obtained from the students, guardians and local bodies about the performance of this institution. This feed back is analyzed and given due weight age in the consideration of development programmes of the institution.

- 5.3.4 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 involves and encourages the students to publish materials like wall magazine and college magazine. Some faculty members are charge of guiding and supporting students for the publications of magazine named the "ANWESHA".

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

The college has a students' Union equivalent to students' council. The faculty

members are chosen by the Principal to act as the advisors to the Union. All the same the college authority conducts Elections, in the manner by the Govt. of Odisha to ensure fair and democratic election. The following are the officers:-

- ✓ President
- ✓ Vice –President.
- ✓ Secretary.
- ✓ Asst. Secretary.
- ✓ Women Representative.
- ✓ Class representative of different classes.
- ✓ Secretary Athletic association
- ✓ Asst. Secretary Athletic Association
- ✓ Secretary College Magazine
- ✓ Asst. Secretary College Magazine
- ✓ Secretary, Dramatic Association
- ✓ Asst. Secretary, Dramatic Association
- ✓ Boys common room secretary
- ✓ Girls common room secretary
- ✓ Secretary D.S.A
- ✓ Secretary S.S.G

The college Union activities:

The activities of college Union starts after the formal Inauguration and Oath taking conducted by the Principal and Board of Advisors to the Union / Guest of eminence. The grand events are Annual day celebration, Sports Day, Cultural events , Dramatic society function etc. The college Magazine is the joint effort of editorial board and magazine secretary of the college elected from the students.. The special days including the Pujas are observed by the college Union – (Republic day, independence Day, Gandhi jayanti, Teachers day, Mothers day, Environmental Day and AIDS day etc. The funding to the student body is usually collected from the Students, at the time of admission.

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

In colleges all over Odisha state, there seems to be no adequate provision for students' participation in academic and administrative bodies of the institution. But this does not negate their sentiments in academic as well as administrative affairs of the college and their voice is duly considered by the management as

well as the Head of the Institution.

5.3.7 **How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

Any other relevant information regarding Student Support and Progression which the college would like to include.

The former faculty members are invited in all function and celebration of the college.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 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.?

Mission:-

The college is committed to the cause of providing opportunities of higher education to the rural youth and enabling them to develop as self reliant, responsible citizens in the society, building characters of young generation and by imbibing in them the spirit of scientific temper and human values, civic responsibilities, aesthetic sense and organizational abilities.

Vision:-

The founder of this institution in this rural area and backward area head the visions which are to –

- Provide opportunity of higher education to rural youth
- Provide literacy and character building education
- To fulfill our goal of providing quality education through discussion, seminars, regular lecture method.
- Provide extension services in the areas of small saving, health awareness, agriculture, rain water harvesting, disaster management, self defense etc.

Apart from this, new students are greeted in a special function to intimate them about the various aspects and mission of this institution.

The Institution ensures that the VISION & MISSION of the institution is saved as per the directions and objectives of Higher Education policies of the state Govt. as well as national Govt. in the following manner. Teaching /

learning / extension always been given due to encouragement by the institution. Further the core values enunciated namely contribution to national development, fostering wide Competencies among students, Inculcating a value system, promotion and use of proper education. The vision and mission of the institution contains all the declared goals of Higher Education and students are therefore the assets to both the institution and the nation. The institution translates the vision document through the following steps:-

- a) Steps for fund generation and implementation of chalked out plans.
- b) Intense community engagements.
- c) Preference to disadvantaged and financial help.
- d) Regular monitoring and assessment process.
- e) Involvement of Stake Holders local people through meetings and action programmes.

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

The Governing Body, Principal and all staff are always trying hard to designing and implementation of quality policies. Several committees are constituted by the Principal of the college for the overall management of the admission, examination, extension activities, development of infrastructure facilities, encouraging cultural activities and maintenance of academic atmosphere of the college. Any difficulties faced by the committees are settled in Governing Body meeting.

6.1.3 **What is the involvement of the leadership in ensuring?**

- The policy statements and action plans for fulfillment of the stated mission
- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence
- Champion organizational change
 - The Head of the Institute advices the faculty members to adhere to the quality policy of the Institution.
 - Action Plans for all operation are formulated in the staff

council meeting headed by Principal and Plans are approved by Governing Body for implementation. The Principal ensures transparency in the function of the college.

- The Principal as the unifying force co-ordinates among various departments and members of the staff holding meetings from time to time.
- The institute reinforces the culture of excellence through teaching –learning, extension programme, empowerment of staff etc.
- Efforts to promote good citizenship among students through social work, different camps, health and hygiene awareness.

6.1.4 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?

- For effective implementation and improvement of plans and policy, meeting is conducted in various committees.
 - Monthly staff council meeting
 - Personal interaction of the Governing Body President with other Stake holders / Principal.

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

- As the leader of group the Principal provides stimulus to the group in shape of personal, group and college gathering. Every common meeting is addressed by the Principal in which he gives notes of acknowledgements, encouragements, corrections and suggestions.
- The head of different departments are empowered to hold seminar.
- They are suggested to prescribe the books according to the needs of their concerned departments.
- The faculties are given in charge of different committee.

6.1.6 How does the college groom leadership at various levels?

The faculty members are empowered to shoulder various responsibilities. Various committees are formed by the head of the Institution and faculty members

remain in charge of them, thus promoting leadership among staff members.

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

The college delegates authority and provide operational autonomy to the departments. The head of the different departments are empowered to develop departments on modern lines under the guidance of the head of the institution.

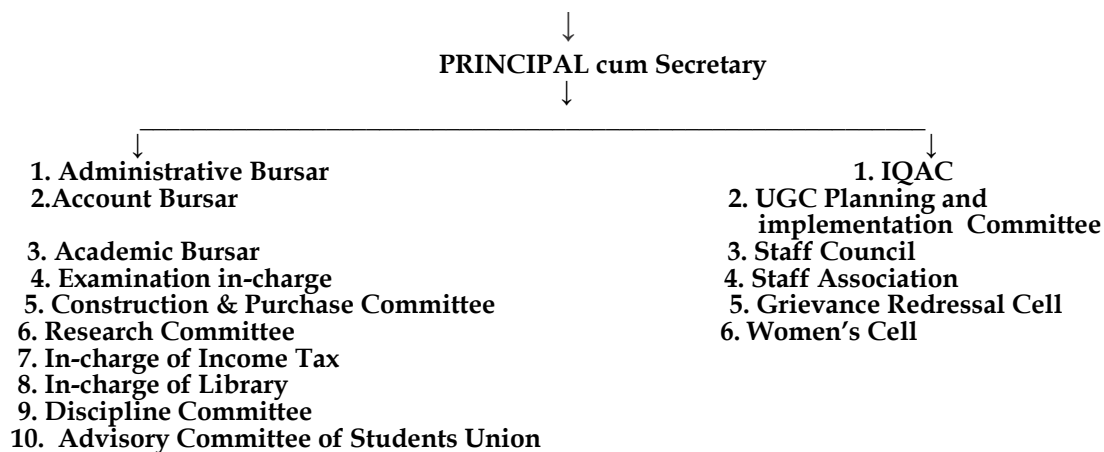
Other units of institution like NSS, Women' Cell and other committee constituted by Principal work towards de centralized Governance system.

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

To promote a culture of participating management the college constitute committees for academic and general development include faculty, non-teaching staff and students. The principal involves different committee members in the decision making process for smooth and effective functioning.

This is a small college and at present the organizational structure is as follows:

The Management of Kamarda Mahavidyalaya, Kamarda, Balasore, Odisha



6.2 Strategy Development and Deployment

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

Yes.

The college developing activities are initiating by the Governing Body and are also developed, driven, deployed and reviewed by it.

6.2.2 Does the Institute have a perspective plan for development? If so, give the

aspects considered for inclusion in the plan.

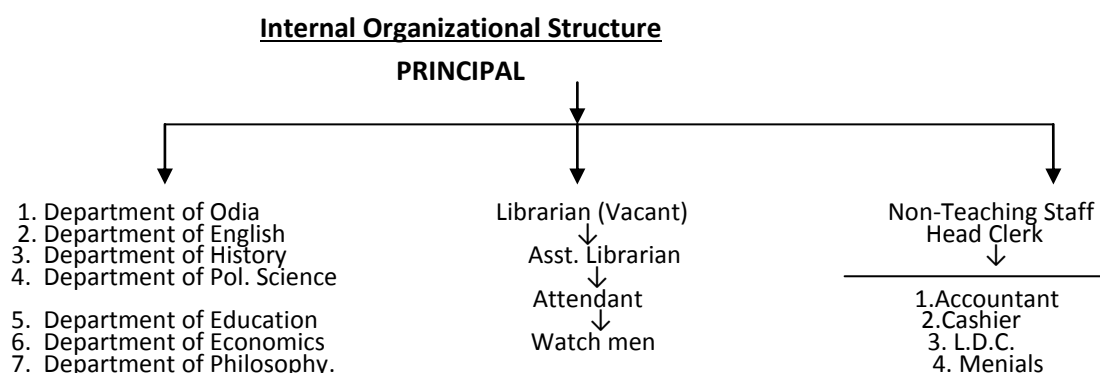
Yes.

The Plan for development includes extension of building, renovation of existing building, establishment of new faculty, introduction of new courses and infrastructure development etc. The management looks after the overall development of the institutions. The Principal appoints several committees which consider several factors while preparing future plans. They are:

- Needs of the students.
- The economic factors
- Education suitable for the changing times.

6.2.3 Describe the internal organizational structure and decision making processes.

The college has efficient internal organizational structure and decision making process.



6.2.4 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

Teaching and Learning:

- Modern teaching learning Aids.
- Methodologies like Lesson Plan.
- Proper distribution of classes
- Computer with Internet facilities.

Research and Development:

- Research committee encourages and monitors the research Activities of faculty members.

Community engagement:

- Community development and social work by two units of NSS of the college.
- Health and hygiene awareness by health unit.
- Extension activities for development skills
- Awareness of Women's' right through women's Cell.
- Awareness of health and hygiene and social, environmental Issues through cultural activities

Human Resource Management:

The Institute supports the professional development of the Faculty through advanced study, Seminars , etc.

Industry Interaction :

No opportunity for industry interaction.

6.2.5 **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?**

- From regular meetings of various bodies.
- From feedback collected from local Neighborhood, Student Evaluation of teachers etc.
- Monthly Staff council meetings.
- Personal interaction of the G.B President with other stakeholders / Principal.

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

- Involving the members of staff in planning, co-ordination and Implementation of evaluative process.
- Delegating various responsibilities.
 - Inviting staff opinions on all important issues.

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

The management meets the staff quarterly and in case of emergencies immediate meeting is arranged with the staff for settlement of issues.

Last Year the following resolution are passed.

| | |
|-------------------------------|---------------------|
| Construction of Ladies Hostel | On process |
| Construction of new Building | Completed |
| Old Building Renovation | Under consideration |
| Construction of Computer Hub | Under consideration |

- 6.2.8 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?**

NA

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

The grievance cell of the college redresses the grievances / complaints promptly regarding academic, health, financial and library matters. As a result the college has pleasant academy atmosphere and a good work culture among the class members.

- 6.2.10 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- Court Cases filed against the institution during last four years.

- 6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

Yes.

The feed back received from the students are analyzed and reports are perused by the Principal. The out come has response of the feed back is necessary actions and initiatives are taken for further improvement of the institution.

6.3 Faculty Empowerment Strategies

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

Effort are made by the institution to enhance the professional development

teaching and non-teaching staff by supporting them to participate in faculty improvement programme like refresher courses, orientation programme and by promoting the participation of staff in all co-curricular and extra curricular activities.

6.3.2 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 strategies adopted by the institution for faculty's empowerment are:-

- Provide infrastructure to carryout their work effectively.
- Permission to participate in refresher courses to the teaching staff for quality enhancement.
- Sponsoring all honours department to organize seminars, conferences etc.
- Decentralized structure of administrative system of the college for the implementation of all activities.
- Promoting co-operation and sharing knowledge.

6.3.3 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.

- Each departments submits self appraisal reports for each academic session.
- The self appraisal reports are sent to the Department of Higher Education for necessary action.

6.3.4 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?

NA

6.3.5 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?

- NA.

6.3.6 What are the measures taken by the Institution for attracting and retaining

eminent faculty?

NA

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The Institution monitors effective and efficient use of available financial resources. As per the need of each college the funds are allocated. Grants are sought from UGC schemes for the building and development projects of the college. The income and expenditure of the college are sincerely monitored by the account bursar and the accountant headed by the principal. Proper procedure for purchases is adopted. Quotations are called for and prices are compared. The institution has its purchase committee for this purpose.

6.4.2 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 college has no mechanism of internal Audit.
- The external Audit carried out by the Govt. Auditor as per the provisions of the Odisha Govt. rules.
- The external Audit is not done yet.

6.4.3 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.

Fees from the students and Grants from the UGC are the major source of income.

The deficits are managed by surplus amount in any other hand or by taking administrative decision.

Income / Expenditure Statement of academic and administrative activities.

| Year | Income | | Total | Expenditure | | Total Expenditure |
|---------|--------------|--------------------|-----------|--------------|--------------------|-------------------|
| | Academic 60% | Administrative 40% | | Academic 60% | Administrative 40% | |
| 2011-12 | 6,17,331 | 4,11,554 | 10,28,885 | 03,45,045 | 02,30,030 | 05,75,075 |
| 2012-13 | 07,05,138 | 04,62,385 | 11,67,523 | 07,05,138 | 04,07,524 | 11,12,662 |
| 2013-14 | 07,34,002 | 04,89,334 | 12,23,336 | 05,26,361 | 03,50,907 | 08,77,268 |
| 2014-15 | 09,02,796 | 06,01,864 | 15,04,660 | 08,07,617 | 05,38,412 | 13,46,029 |

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The college authority makes sincere efforts to pursue political leaders to grant funds for the development works.

6.5 Internal Quality Assurance System (IQAS)**6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes, IQAC was established on: 14/07/2014.

The IQAC of the college has developed several quality assurance mechanisms. These are as follows:

- The main objective is to plan and implement quality initiatives and evaluate. It follows its calendar for meetings and subsequent implementations.
- It supports to conduct awareness programmes , Seminars, applying for research grants.
- It supports effective implementation for total quality management.
- It analyzes feedback receipt from all stake holders and informs the concerned about its outcome for correction.

- b. **How many decisions of the IQAC have been approved by the**

management / authorities for implementation and how many of them were actually implemented?

The following decision of the IQAC have been approved by the management and implemented:

- Drinking water.
 - Opening of Honours subject in Political Science & Philosophy.
 - Extension of seats in Arts .
 - Opening of Science (B.Sc.) Branch.
 - Renovation of students common room.
 - Renovations of Principal's room.
 - Toilet in the college.
 - Construction of class room.
 - Purchase of modern and necessary equipments.
 - Purchase of Computers.
- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
NA
- d. **How do students and alumni contribute to the effective functioning of the IQAC?**
Students suggest about day to day facilities like library services, leisure or canteen services etc. They are also informed about the decisions taken and policies made by IQAC for their welfare through notices.
- e. **How does the IQAC communicate and engage staff from different constituents of the institution?**
All the strategies of IQAC are formulated with consultation of faculty members. At the time of execution of the plans, the staff members and the students are involved.

6.5.2 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 mechanisms developed for the operationalisation of academic and administrative activities are:

- Mechanisms to adopt learner centric education approach, academic planning, improve and use of modern teaching- learning aids.
- Mechanism for the up keeps of the infrastructure facilities.
- Participation in community services through extension programmes to develop

creative, value based education for inculcating social responsibilities.

- 6.5.3 **Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

NA

- 6.5.4 **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 monitors academic development of the institute by making class inspections and encouraging the teachers.

District level commissioner makes surprise visit to assess the academic health of the institution.

At the weekend the Principal verified and sign the progress register of the faculty members.

Sincere efforts are made for continuity of academic activities. In this way the quality of the academic activities is improved to a new height.

- 6.5.5 **How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The institutions sincerely follows the guideline of the affiliating University , UGC guidelines and DPI instructions to maintained the standard teaching-learning process and conduct of examinations. These agencies also help to undertake many welfare schemes.

- 6.5.6 **What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The detailed layout of the teaching plan is offered in the academic calendar. This enables students to know the academic programme. Teacher would know the time frame for teaching and ensure the total attention for the completion of syllabus.

Conducting regular meetings of the H.O.Ds , the Principal takes feed back on the teaching-learning progress of each department.

- 6.5.7 **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.

The institutional communication is through:

- Regular notifications.
- The students' progress is communicated to the students by their subject teachers.
- Plans and policies about quality assurance are communicated to the faculty members in the beginning of the session at staff council meeting.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

3.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

There is no provision to conduct Green Audit in the college campus but NSS unit of the college regularly conduct normal camps in the college premises for organizing tree plantation programme, cleaning of the surrounding at college campus. Entire college campus has been declared as "NO PLASTIC ZONE" from July, 2012.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- *Energy conservation : In order to reduce electricity consumption the college gives priority to use CFL and L.E.D. bulbs. Further, staff members are advised not to make unnecessary use of electricity.
- *Water harvesting: NA
- *Check dam construction: NA
- *Efforts for Carbon neutrality: NA
- *Plantation: As no place inside the campus for plantation, NSS volunteers under the guidance of programme officers have planted hundreds of saplings in nearby villages as well as school premises.
- *Hazardous waste management: NA
- *e-waste management: e-wastes are handed over to junk dealers every year.

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.

- Internet facilities provided to offices.
- Well furnished library has been established
- Computer SAMS has been set up.
- Water purifier is installed.

7.3 Best Practices

- 7.3.1 Elaborate on any two best practices **in the given format at page no. 98**, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practices-I –“cleanliness is the best way to lead a healthy life.”

Best Practices- II- “Education promoting value system in all spheres”

EVALUATIVE REPORT

OF THE

DEPARTMENTS

3. Evaluative Report of the Departments (ODIA)

1. Name of the department-Odia
2. Year of Establishment-2011-2012
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., and Integrated Masters; Integrated Ph.D., etc.)-U.G.
4. Names of Interdisciplinary courses and the departments/units involved- Nil
5. Annual/ semester/choice based credit system (programme wise)-Annual System
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 reason- Nil
9. Number of teaching posts

| | Sanctioned | Filled |
|----------------------|------------|--------|
| Professors | | |
| Associate Professors | | |
| Asst. Professors | 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 |
|------------|---------------|-------------|--------------------|----------------------------|--------------------------------------|
| R.M.Ghosal | M.A. | Lecturer | Religion | 21 | Nil |
| T.K.Gharai | M.A. | Lecturer | Sarala Panchasakha | 03 | 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)-220:1
 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.-P.G.
 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:- Nil
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students
-
- * 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.)
 - * 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- Nil

a) National committees b) International Committees c) Editorial Boards....

22. Student projects- Nil

a) Percentage of students who have done in-house projects including inter departmental/programme

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- Nil

24. List of eminent academicians and scientists / visitors to the department- Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National- Nil

b) International- Nil

26. Student profile programme/course wise:-2014-2015

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|-----|-----------------|
| | | | *M | *F | |
| +3 1 st year Arts | 445 | 193 | 69 | 110 | 98.3% |

| | | | | | |
|--------------------------------------|----|-----|----|----|-------|
| +3 2 nd year Arts(MIL) | | 133 | 58 | 67 | 96.8% |
| +3 1 st year Arts (Ele.) | 54 | 54 | 18 | 31 | 93.8% |
| +3 1 st year Arts (Pass) | 25 | 25 | 8 | 12 | 100% |
| +3 1 st year Arts (Hons) | 35 | 19 | 7 | 12 | 100% |
| +3 2 nd year Odia Pass | 10 | 10 | 5 | 3 | 87.5% |
| +3 2 nd year Odia Elect | 38 | 38 | 16 | 17 | 97% |
| +3 2 nd year Hons | | | 7 | 8 | 100% |
| +3 3 rd year Elect (Pass) | 28 | 28 | 21 | 4 | 92% |
| +3 3 rd year Elect (Hons) | 24 | 24 | 6 | 16 | 100% |
| +3 3 rd year Hons | | | 3 | 13 | 81.2% |

*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 |
|--------------------------|-----------------------------------|---------------------------------|---------------------------|
| Three Year Degree Course | 100% | Nil | Nil |
| | | | |
| | | | |
| | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?- Nil

29. Student progression- Nil

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | |
| PG to M.Phil. | |
| PG to Ph.D. | |

| | |
|--|--|
| Ph.D. to Post-Doctoral | |
| Employed - Campus selection - Other than campus recruitment | |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- a) Library- Nil
- b) Internet facilities for Staff & Students- Nil
- c) Class rooms with ICT facility
- d) Laboratories -Nil

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- Nil

33. Teaching methods adopted to improve student learning-Traditional Lecturer Method.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil

35. SWOC analysis of the department and Future plans –

Evaluative Report of the Department (History)

1. Name of the department- History
2. Year of Establishment:-2004-2005
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): -U.G.
4. Names of Interdisciplinary courses and the departments/units involved- Nil
5. Annual/ semester/choice based credit system (programme wise)-Annual system
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 | | |
| Reader | | |
| Lecturer | 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 |
|-----------|---------------|-------------|----------------|----------------------------|---|
| A.K.Patra | M.A. | Lecturer | Medieval India | 20 | -- |
| B.P.Jena | M.A. | Lecturer | Medieval India | 03 | ----- |

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)-Hons-54:2
Pass-07:2
ISC -147:2
 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.-P.G.
 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
 - Othe Publication-National Seminar Publication-1
-
- * 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.)
 - * 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- Nil
- a) National committees b) International Committees c) Editorial Boards....
22. Student projects -Nil
- a) Percentage of students who have done in-house projects including inter departmental/programme
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies
23. Awards / Recognitions received by faculty and students
24. List of eminent academicians and scientists / visitors to the department
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National
- b) International
26. Student profile programme/course wise:2014-2015

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|-----|-----------------|
| | | | *M | *F | |
| +3 1 st year Pass | 1 | 1 | 1 | Nil | 100% |
| +3 1 st year Elect | 10 | 10 | 5 | 5 | 90% |
| +3 1 st year Hons | 27 | 19 | 5 | 14 | 100% |
| +3 2 nd year Pass | | | 2 | 1 | 100% |
| +3 2 nd year Elect | | | 5 | 2 | 100% |
| +3 2 nd year Hons | | | 5 | 9 | 100% |

| | | | | | |
|--------------------------------------|---|-----|---|----|--------|
| +3 3 rd year Elect (Pass) | 2 | 2 | 2 | 0 | 50% |
| +3 3 rd year Hons (Elect) | | Nil | | | |
| +3 3 rd year Hons | | | 4 | 12 | 93.77% |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| +3 Degree Course | 100% | Nil | Nil |
| | | | |
| | | | |
| | | | |
| | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?-Nil

29. Student progression

| Student progression | Against % enrolled |
|--|--------------------|
| UG to PG | 20% |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed - Campus selection - Other than campus recruitment | |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- a) Library--Total No. O Books-
 - b) Internet facilities for Staff & Students- Nil
 - c) Class rooms ICT facility
 - d) Laboratories- Nil
31. Number of students receiving financial assistance from college, university, government or other agencies-Post Matric Scholarship from state Government.
 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts-Departmental seminar-01
 33. Teaching methods adopted to improve student learning –Lecture Method
 34. Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil
 35. SWOC analysis of the department and Future plans
 - 01-Internate facility for staff & students.
 - 02-Class Room with ICT facility.

Evaluative Report of the Departments (Economics)

1. Name of the department-Economics
2. Year of Establishment-2004-2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-U.G.
4. Names of Interdisciplinary courses and the departments/units involved- Nil
5. Annual/ semester/choice based credit system (programme wise)-Annual system
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 | | |
| Lecturer | 01 | 01 |

/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 |
|----------|---------------|-------------|------------------------------------|----------------------------|---|
| K. Panda | M.A. | Lecturer | Agri. In Eco. Financial Markets | 2 | 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)-Hons-42:1
Elect-4:1
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.-P.G.
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: Nil
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students
 - * 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.)
 - * 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- Nil
 - a) National committees b) International Committees c) Editorial Boards....
22. Student projects- Nil
 - a) Percentage of students who have done in-house projects including inter departmental/programme

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- Nil

24. List of eminent academicians and scientists / visitors to the department- Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National- Nil

b) International- Nil

26. Student profile programme/course wise:2014-2015

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|-----|-----------------|
| | | | *M | *F | |
| +3 1 st year Pass | Nil | Nil | Nil | Nil | |
| +3 1 st year Elect | 2 | 2 | 0 | 2 | 100% |
| +3 1 st year Hons | 16 | 16 | 8 | 8 | 87.5% |
| +3 2 nd year Pass | Nil | Nil | Nil | Nil | |
| +3 2 nd year Elect | 2 | 2 | 1 | 1 | 100% |
| +3 2 nd year Hons | 20 | 16 | 9 | 7 | 100% |
| +3 3 rd year Elect (Pass) | 10 | 10 | 1 | 9 | 100% |
| +3 3 rd year Elect (Hons) | 2 | 2 | Nil | 2 | 100% |
| +3 3 rd year Hons | | | 3 | 7 | 80% |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| +3 Degree Course | 100% | Nil | Nil |
| | | | |
| | | | |
| | | | |
| | | | |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?-Nil

29. Student progression

| Student progression | Against % enrolled |
|--|--------------------|
| UG to PG | 35% |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| Employed - Campus selection - Other than campus recruitment | |
| Entrepreneurship/Self-employment | 35% |

30. Details of Infrastructural facilities

a) Library-

b) Internet facilities for Staff & Students-Nil

c) Class rooms with ICT facility -Nil

d) Laboratories- Nil

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- Nil

33. Teaching methods adopted to improve student learning-Traditional lecturer method, Question- Answer method.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil

35. SWOC analysis of the department and Future plans-100% Result in Final Degree.
-Insufficient Study material.
-To open P.G.

Evaluative Report of the Departments (Education)

1. Name of the department :-Education
2. Year of Establishment :-2011-2012
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): -U.G
4. Names of Interdisciplinary courses and the departments/units involved:-Nil
5. Annual/ semester/choice based credit system (programme wise):-Annual
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 | | |
| Asst. Professors | 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 |
|----------|---------------|-------------|--|----------------------------|---|
| D. Dutta | M.Ed. | Lecturer | Education Technology Education Administration Supervision and Guidance | 2 | ----- |

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):-Hons.-49:1
Pass-133:1
Elect- 44:1
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. :-P.G.& MPhil
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: :-Nil
 - * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students
 - * 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.)
 - * 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:-Nil

a) National committees b) International Committees c) Editorial Boards....

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme:-100%

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. Dillip Patra ,Reader in Education

Dr. K.K. Patra Visiting Professor, Invited for Seminar

25. Seminars/ Conferences/Workshops organized & the source of funding a)

National

U.G.C. sponsored two days National Seminar was organized collaboration with

N.M. College Rupsa.

b) International:- :-

Nil

26. Student profile programme/course wise(2014-15)

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| +3 1 st year Pass | 128 | 80 | 35 | 45 | 100% |
| +3 1 st year Elect | 14 | 14 | 7 | 7 | 100% |
| +3 1 st year Hons | 68 | 19 | 4 | 15 | 100% |
| +3 2 nd year Pass | | | 25 | 28 | 98.1% |

| | | | | | |
|--------------------------------------|--|--|---|----|------|
| +3 2 nd year Elect | | | | | |
| +3 2 nd year Hons | | | 4 | 10 | 100% |
| +3 3 rd year Pass (Elect) | | | 3 | 1 | 100% |
| +3 3 rd year Elect (Hons) | | | 4 | 22 | 100% |
| +3 3 rd year Hons | | | 3 | 13 | 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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| B.A.(Hons) | 100% | ----- | ---- |
| B.A.(Pass) | 100% | ----- | ---- |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Student progression

| Student progression | Against % enrolled |
|--|--------------------|
| UG to PG | 10% |
| PG to M.Phil. | 02% |
| PG to Ph.D. | N.A |
| Ph.D. to Post-Doctoral | N.A |
| Employed - Campus selection - Other than campus recruitment | N.A |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

a) Library:-Institution has its own library

for students as well as for the teacher.

b) Internet facilities for Staff & Students:-Yes

c) Class rooms with ICT facility:-

d) Laboratories:-

31. Number of students receiving financial assistance from college, university, Government or other agencies:-All the students of SC/ST receiving scholarship from Govt. Other students also receiving financial assistance from Govt.
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:-
33. Teaching methods adopted to improve student learning:-Yes
34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-Nil
35. SWOC analysis of the department and Future plans:

4. Format for Presentation of Best Practices

BEST PRACTICE-1

1. Title: cleanliness is the best way to lead a healthy life

2. Goal: “Cleanliness is next to godliness”, as the proverb says. The saying is a guideline to our healthy living. Most of the people in villages suffer from various diseases such as Malaria, Jaundice, diarrhea, gastric, cold etc due to the unhealthy and unhygienic condition of the rural surroundings. To develop awareness among the villagers, NSS Unit of our college made several initiatives to teach villagers the concept of healthy living. To materialize the vision, the NSS units of our college conducted several Camps and workshops regarding sanitation, safe drinking water and surrounding cleaning. As most of the villagers go for open defecation, use pond water for drinking and live in unhygienic condition. The aim of our institution is to inculcate better way of living through the health awareness camp.

3. The context: Working with the villagers, the volunteers and teachers of the NSS units of the institution observe that most of them are economically backward having no knowledge about healthy way of living. They totally depend on paddy cultivation working 8 to 10 hours a day in field during the time of cultivation. In addition to cultivation they have no any other source of income. Therefore, they are generally unaware of healthy & way of living. The students and teachers felt responsible as sincere citizens to apply their education and values imbibed at the college to serve their community. The purpose of the programme is to make the villagers aware of the sanitation, safe drinking water and surrounding cleaning to frame a healthy society. The objectives of the practice are to maintain hygienic environment cleaning the circumstances.

4. The Practice: The teachers and student volunteers of the NSS unit of the college arrange meetings in villages in which villagers participate wholeheartedly. In the meeting the volunteers and teachers discuss sanitation, environment cleaning and safe drinking water with them. They teach how to maintain healthy way of living like

1. Use of toilets.
2. Not to use open place for defecation,
3. Concept of safe drinking water,
4. Cleaning of dry leaves, wild grass around their houses,
5. Not to drink from village pond,
6. Not to bathe cattle in village pond. The programme is organized at Baharda, Khairda & Kachuadi village etc.

5. Evidence of success: After the camps, the volunteers and teachers of the NSS units frequently visit those villages and try to investigate whether at all some impact has been resulted from their effort of the community movement. The villagers follow some pieces of good advice offered to them by the Programme Officers and students. They are more concerned about the health and hygiene. Now they use toilet and drink tube well water. They regularly clean their surroundings. The health and cleanliness standards have improved their life style. Our students have become sincere citizens with values of life. The college and its surroundings have been benefitted immensely. The surroundings are cleaner by dint of the efforts of the members and programme officers of the institutions.

6. Problems encountered and resources required: To convince student's volunteers to attend the camp is a difficult task. The volunteers need to be trained every year for the purpose. They are required to attend this training programme after their classes are over. Parents are sometimes unwilling to let their sons and daughters to carry out the activities of the programme weeks together. Moreover the villagers go for work early morning and come back before it is evening. It also poses a hindrance to carry out the programme smoothly. Sometime the villagers reluctant for

participate.

More funds are required to organize such campus at least two or three times a year. Special classes are required to train the students. More involvements of teachers and students are required for the purpose.

7. Notes: Interest in social work has motivated the college authority and teachers to promote service culture in the institution.

BEST PRACTICE-2

1. Title of the Practice: Education promoting value system in all spheres

2. Goal: The present society is much more materialistic than value oriented for which we are facing several social problems and crisis in moral developments. Although in modern society we are very much result oriented and financial development becomes a measuring unit to count a country as developed one, yet the entire world now faces moral degradation resulting in the offshoot of Maoism, terrorism etc. It is because of the fact that authorities turn a deaf ear to develop value system in students. Our Institution is a unique place in this field and our vision of education is based on value system. It is the cardinal principle around which all the academic activities are performed in our institution. Our goal is to create a society in which good personalities will be generated.

3. The Context: In our college, through two wings of NSS Units, there is a constant endeavour to inject value system inside the college and also outside, that is in the social sphere in the nearby villages. Throughout the year, we organize the seminars and meetings in which both teachers and students participate through NSS camps. Our students and teachers go nearby villages and they serve needy persons at the time of distress or natural calamity.

4. The Practice: The service mentality of teachers and students becomes a burning example by which the nearby villagers are highly influenced. The college has inculcated and the atmosphere of service mentality both inside the campus and in the near by villages for which teachers and students relation, guardian & teacher relation, is based upon a value system as a result of which a peaceful atmosphere has been created in the area. The locality sees this local college to be a catalyst in promoting service culture and value based society.

5. Evidence of success: A lily of a day is better than an oak tree of one thousand years. A Lily flowers although remains for 8 to 12 hours but it give immense pleasure by its fragrance. Just like that our college, although situated in a remote area is unique as far as character building and citizenship building is concerned. Our students, without any exception, respect the teachers and also seniors of the area. For years together we are well recognized as a peaceful college in North Odisha. This is our great success in inculcating values in them.

6. Problems encountered and resources required : The great problem to inculcate values in student is the present day mass-media-era in which disgraceful scenes of rapes and murders are frequently projected. We are trying to move hell & heaven to inculcate value system in a positive manner. But we are fearing that the mass media which is projecting odd scenes may dull the idealistic mentality of students and there is every possibilities that after passing out the college, a student may go astray in future.

To check this tendency in the social sphere, the aforesaid odd scene and culture should be nipped in the bud, so agencies as a resource should come out to help us.

7. Notes: Now days, every thing is plenty, one thing is rare, that is a good human being. Our motto is to create the best man in society.

Contact Details:

| | |
|--------------------------|---|
| Name of the Principal: | Mr. Ananta Kumar Patra. |
| Name of the Institution: | KAMARDA MAHAVIDYALAYA |
| City: | BALASORE |
| Pin Code: | 756035 |
| Accredited Status: | |
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5. Post-accreditation Initiatives

Post Accreditation Initiatives and SWOC Analysis

