

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. **Academic Year 2017-18.**

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Dr.B.S.Chandel

Mobile:

9437683293

IQAC e-mail address:

ispatcoll@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ORCOGN12881

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/SC/08/A&A/14.2

1.5 Website address:

www.ispatcollegerkl.com

Web-link of the AQAR:

www.ispatcollegerkl.com/AQAR20  
17-18.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2006	5Yrs
2	2 <sup>nd</sup> Cycle	B	203	2015	2020
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

17/04/2009

1.8 AQAR for the year (for example 2010-11)

2017-18

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

- i. AQAR 2012-13 Submitted to NAAC on 28.08.2014
- ii. AQAR 2013-14 Submitted to NAAC on 28.08.2014
- iii. AQAR2014-15 Submitted to NAAC on 23.02.2017 (DD/MM/YYYY)
- iv. AQAR2015-16 Submitted to NAAC on 22.02.2017 (DD/MM/YYYY)
- v. AQAR2016-17 Submitted to NAAC on 15.09.2017 (DD/MM/YYYY)

1.10 Institutional Status

University                      State  Central  Deemed  Private

Affiliated College              Yes  No

Constituent College            Yes  No

Autonomous college of UGC    Yes  No

Regulatory Agency approved Institution    Yes  No

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

Type of Institution    Co-education  Men  Women

                                  Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)             

1.12 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 03

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

Institutional Level- 1.Political Participation of women for Social Change.  
2. Empowerment of women: issues & challenges  
3. Shelley's " Ode to West wind-Destroyer & Preserver"

2.14 Significant Activities and contributions made by IQAC

1. IQAC reviewed the Academic Performance of all Departments & Suggested steps to improve overall teaching, learning to the Management.
2. To Enhance Student amenities & Facilities and to encourage students to involve in Socio Cultural Activities.
3. The feedback from students and parents has actively been reviewed by academic committee and recommendation has been made to the teacher in charge for action taken.
4. Nomination for External peer Team for necessary guidance & consultation from external peer team.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ol style="list-style-type: none"> <li>1. Technology Up gradation and Computerisation</li> <li>2. Proposal made for Renovation of Departmental Computer Room</li> <li>3. Filling Vacancies cause by Retirement.</li> <li>4. Organizing of Self Defence Training for Girls Students.</li> <li>5. Completion of Course in Time</li> <li>6. Support to Minority Community &amp; Weaker Students.</li> <li>7. Feedback From Students</li> <li>8. Attending Refresher Course by Faculty.</li> <li>9. To prepare Academic calendar at the beginning of the academic year &amp; execute it seriously</li> <li>10. Infrastructure planning- To construct cow catcher &amp; other building for class room.</li> <li>11. Organisation of scientific exhibition, Quiz competition &amp; excursion for students to inculcate scientific temperament among them</li> </ol>	<ol style="list-style-type: none"> <li>1. Computerisation of Administration is in Progress.</li> <li>2. Work completed.</li> <li>3. Contractual Lecturer Appointed &amp; appointed by SSB, Govt. of Odisha.</li> <li>4. Organized</li> <li>5. Course Completed.</li> <li>6. Stipend &amp; Special Support Provided.</li> <li>7. Feedback was taken &amp; actions were taken based on it.</li> <li>8. Not attended.</li> <li>9. Academic prepared and executed properly.</li> <li>10. Road, Cycle Stand, Fencing done. Construction of Hostel under progress.</li> <li>11. Excursion for science student allowed.</li> </ol>

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

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body   GB

Provide the details of the action taken

The Governing Body of the College in its Resolution Approved the AQAR 2016-17 & recommended the same for sending to NAAC office.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	03		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	03		01	
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03+01
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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

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

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

The Govt. has initiated the CBCS in all Autonomous Colleges of Odisha. Only 20% of the courses can be changed by the College.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	26	15	-	-

2.2 No. of permanent faculty with Ph.D.

08

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	NIL								18

2.4 No. of Guest and Visiting faculty and Temporary faculty

18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		06	06
Presented papers		01	04
Resource Persons		03	



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

1. Admission is strictly on Merit basis. Rules & Regulation, Seat Reservation Policy are maintained. All information are properly communicated to stake holders in College Web Site & in the College Notice Board.
2. College gives Prospectus & College Calendar, Routine at the time of Admission to the Student, Where student know the information about the fee structure ,Student support etc.
3. The Principal encourage the Teacher to participate in Refresher Courses, Seminars etc. for faculty improvement.
4. Regular excursion in Commerce, Botany& Zoology are held.
5. Evaluation of Papers of Mid-Term are shown to the students as per demands.

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

243

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

Bar Coding

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

All the Permanent Teaching Staff are Member of Board of Study Involved in Curriculum Restructuring.

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	131	45%	6%	31%	15%	99%
BSc	160	68.7%	13%	Nil	19%	100%
BCom	208	30.2%	4%	38%	28%	100%
BBA	27	NIL	11%		13%	91%

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

The IQAC suggested that Departmental Heads meet at the beginning of each session to prepare the annual plan. It also provides its report of the academic performance of the college so that the Principal can act on it. It also takes students feedback from outgoing student & gives report to the principal.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	05

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff				
Technical Staff	02			02

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC regularly informs & encourages the faculty members to apply for Research Grants Projects. Students of all final year are required to submit their seminar papers on time.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

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

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

From a Dalit Hindu to Buddhism assessing Religious Views of Ambedkar.

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	Nil	NIL	NIL	NIL
Sponsoring agencies					

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

3.13 No. of collaborations      International       National       Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : NIL

From Funding agency       From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

The NSS Unit of the College have organized Camps relating to eradication of illiteracy, Poverty, Swachha Bharat Abhiyan, Plantation of Trees, Road Safety, AIDS Awareness Programme etc in the adopted village of the College i.e TUMKELA.

## Criterion – IV

### 4. Infrastructure and Learning Resources

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

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	101171Sq.Mtr			101171Sq.Mtr
Class rooms	21			21
Laboratories	06			06
Seminar Halls	01			01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	11			11
Value of the equipment purchased during the year (Rs. in Lakhs)	1,10,000/-			1,10,000/-
Others				

#### 4.2 Computerization of administration and library

The College office is computerised with advancement made by in cooperating Student Management System & Accounting System (CAPA). To maintain & control office work & correspondence, the college has installed necessary number of Printers, Scanners & online UPS. Even the Admission process has been computerised through online system.

The Library software is introduced for Library Automation.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16633	1674806	260	67159	16893	1741965
Reference Books	5723	1026342	55	26125	5778	1052467
e-Books						
Journals	30					
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	01		01			01	
Added	00			01				
Total	40	01						

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

No such Training Programme was undertaken by the College as the College has its own Website.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

Rs.2,40,000

iv) Others

**Total :**

Rs.2,40,000/-

### Criterion – V

## 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

As the suggestion of IQAC the College has established a disciplinary Committee, Anti Ragging Cell, Sexual Harassment Cell, Grievance Cell both Staff & Student.

#### 5.2 Efforts made by the institution for tracking the progression

Student Feedback regularly collected for evaluation of Teaching Methods, regular meeting with HoD to discuss about progress of courses, preparation of lesson plan & progress by the faculty.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1533			

(b) No. of students outside the state

08

(c) No. of international students

Men	No	%	Women	No	%
	781	50.1		752	49.2

Last Year						This Year					
General	SC	ST	OBC	Physical ly Challen ged	Total	General	SC	ST	OBC	Physically Challenged	Total
1314	239	413	57	02	2025	922	83	176	349	03	1533

Demand ratio

Dropout %

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

The College has provided Bank Coaching to Train the students for Bank Exam.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Student Counselling & career guidance is done through seminar and symposium. The College has one unit career counselling/Placement cell .One of the objective of this cell is to help the student who come economically backward families with placement opportunities. We also provide them guidance as to how they can make use of these opportunities

No. of students benefitted



### 5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	405	72	No Records

### 5.8 Details of gender sensitization programmes

Regular Meetings are conducted by Equal Opportunities Cell to monitor gender equality.

### 5.9 Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	38	21200
Financial support from government	640	3372420
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Grievance received by the Student regarding the condition of Laboratory of various departments & the condition of lavatory of Boy's Common Room.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

To Transform our college in to an ideal temple of learning : A healthy & progressive educational institution where students get ample opportunities to manifest their potentialities to scholars, educators & ideal citizens with total commitment to human values, social responsibility and kinship with nature.

To ensure & enhance the quality of our students by nourishing their aptitudes, providing better opportunities for their growth & awaking tribal community & integrate them in to main stream.

To nurture the potentiality of weaker section of the society & to help them to prepare outstanding educators, scholar & make them self-reliant by providing skill based education.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

We are strictly following the curriculum decided by the Govt. & the University. It is effectively transformed into action by the College itself. As it is an Autonomous College we are permitted to change the syllabi to the extent of 20%.

6.3.2 Teaching and Learning

Although the Syllabus is framed not by the College but by the Govt. & Affiliating University, each Department adopts some innovative process in Teaching & Learning. The Faculty of each Department meet at the beginning of each Academic session for semester wise allocation of syllabus assignments, contents, fix dates for mid-sem as well as date of semester end examination. The Department also organises student's seminars.

### 6.3.3 Examination and Evaluation

Regular Mid-Sem Test for all.

The Answer Scripts of the test are shown to the students on demand & within 45 days results are declared.

### 6.3.4 Research and Development

Infrastructural support is required for research.

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

To Develop & Update facilities in the Library & Infrastructure the College has adopted the following strategies.

1. The Physical Infrastructure has been remarkably improved.
2. Latest books on CBCS & Journals are purchased.
3. Total Automation of Library Service has been initiated.
4. Internet Service made available to Library Staff.
5. The Annual Budgetary Allocation is made available to each Department for purchase books and equipments.

### 6.3.6 Human Resource Management

The HR of the College is managing in a free & democratic manner. For Management & of Students affair, the College has a student's Union whose elections are held annually as per Govt. Rules. The Staff Council and Non-Teaching Staff Association look after the affairs of the Teaching & Non-Teaching Staff respectively.

### 6.3.7 Faculty and Staff recruitment

Faculty & Staff is recruited as per Govt. Norms.

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

Admission is strictly on the basis of Merit. All rules & regulations, seat reservation policy of Govt. are maintained. All information is properly communicated to the student at the time of Admission.

6.4 Welfare schemes for	Teaching	GIS,PF,Fesival Advance
	Non teaching	EPF,Festival Advance
	Students	Free Studentship, Stipend, SSG,Prizes,Award

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes     No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt./DLC	Yes	Academic Bursar/Principal
Administrative	Yes	Govt.	Yes	GB/Principal

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

The College has introduced the policy of no detention in Exam. Bar coding is also introduced for avoiding Manipulation.

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

NA

#### 6.11 Activities and support from the Alumni Association

During Peer Team of NAAC visit, The Alumni Association was very much active. Steps taken by the College to make them fully functional. Alumni feedback for overall development of the College is obtained at regular intervals.

#### 6.12 Activities and support from the Parent – Teacher Association

The College holds meeting with Parents to get feedback about the progress & drawback of their wards. Their assessment is taken in to account for Teaching & Evaluation Purpose.

#### 6.13 Development programmes for support staff

The College also organises computer awareness & Computer literacy programmes for Non-Teaching Staff & need based training to increase the efficiency & work output to support staff such as Demonstrators & Laboratory Attendants.

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

Campus declared No-Smoking Zone.  
Campus Declared Plastic Free Zone.  
Regular Testing of Drinking Water & Canteen food by the College Authority.  
Trash bins have been to minimize littering.  
Plantation Programme have been organised with involvement of Students & faculty member to make the Campus Clean & Green.

### **Criterion – VII**

#### **7. Innovations and Best Practices**

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

College Website Upgraded to Future online Admission.  
Implementation of CAPA for Computerisation of any financial transaction.  
Language Lab has been added.  
Girls Students of the College have been provided with self Defence training  
Class room have been renovated.

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

Proposal to renovate Hall No.10 for Class room purpose. Proposal accepted by G.B & placed it before the construction committee.

Proposal for Website up gradation has been placed to G.B. Now the Web Site is upgraded to full fill the Criteria for online Admission.

Organization of Self Defence Training for Women Students.

Completion of Course in Time.

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

1. 18 nos. of Guest Lecturers have been recruited by the Institution to provide proper academic atmosphere to the Students.
2. Conducting Departmental Seminars.

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

7.4 Contribution to environmental awareness / protection

1. To Generate Environmental Awareness among Students the College has introduced a Course on Environmental Science in all streams.
2. NSS Unit of our College has been providing its support & cooperation in this regard. The NSS unit of the College has conducted a campaign on " Green Environment Clean Environment".
3. Adequate no. Of trash bins have been provided for waste disposal

7.5 Whether environmental audit was conducted?

Yes

No

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

**Strength-** 1. Autonomous Status 2. Renowned Co-Educational College of Western Odisha.3. Well qualified Faculty 4. Wi-Fi Campus 5. State of Arts of Language Cell. 6. Well equipped ladies hostel. 7. Vibrant Placement Cell .

**Weakness-** 1. Vacant Positions. 2. Shortage of Regular Teaching Post to meet the requirement newly introduced CBCS syllabus 3. Inability to generate financial resources for Non- Govt. Sources for development 4. No formal consultancy work. 5. Inadequate & weak infrastructure 6. Location in the periphery in the Rourkela which does not have sufficient transport facilities.

**Opportunities-** To offer need based & Vocational Courses 2. To organise frequent industry-Institute face off 3. To acquired adjacent Govt. Land for college & make a big Campus area. 4. To promote sports/Games activities for both Boys & Girls.

**Challenges –** To strengthen IQAC activities. 2. To get more & more minor research project 3. To take initiatives to check student violence in the Campus. 4. Lack of student towards general Education.

## 8. Plans of institution for next year

To organise Seminars, Symposium, Workshop Extra Moral Lecturer.

To renovate the office space for better management of office related works.

To plan for Construction of additional Class rooms.

To renovate Hall No.10.

To Send Students for Study Tour.

Name – Dr. Bhabani Shankar Chandel

Name—Mr.Abanikanta Jena



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## Academic Calendar

<u>Month</u>	<u>Event</u>
1. July	Admission to 1 <sup>st</sup> yr & Commencement of Classes of 2 <sup>nd</sup> Year & 3 <sup>rd</sup> Year.
2. August	Continuation of Class
3. September	Continuation of Class
4. October	Continuation of Class, Conduct of College Union Election/ Puja Vacation.
5. November	Form Fill up followed by Mid-Sem.
6. December	Semester end Exam.
7. January	Continuation of Class/Organisation of Annual Athletic Meet.
8. February	Continuation of Class/ Organization of Annual Function .
9. March	Filling up forms followed by Mid-Sem.
10. April	Semester End Exam. (April to May 8 <sup>th</sup> )
11. May	Summer Vacation. (10May to 16 <sup>th</sup> June)
12. June	College reopens in mid week of June after summer Vacation.

### Practice /I

Guest Lecturers Employed

Objective- Provide adequate Teaching to students to cope with the Syllabus.

Context- The Retirement of Large number of teachers necessitated the recruitment of teachers to provide quality education to students.

Increasing number of Hons Papers of CBCS syllabus required the number of Guest Lecturer for smooth functioning of Class.

### Practice

The Appointment procedure for recruiting of Guest Lecturer as per the Guide Line framed by G.B followed.

Evidence of Success: The Quality of Education has gone up with the recruitment of Large number Guest Lecturers.

Resources Required: Financial Resources required for Appointment of Guest Lecturers.

Problem Encountered: Resource is Major concern as the entire expenditure is borne College Management Fund.

### Practice/II

#### Administrative Empowerment

Objective: The College encourage the office staff to shoulder additional responsibilities. The main objective was to overcome the huge additional load on the College brought by acute staff shortage as a result of the retirement of large number of office staff.

#### Context

The number of student in the college has been increased overtime but number of administrative staff deceased.

#### Practice

Moral boost provide to encourage the office staff to shoulder additional responsibilities.

#### Evidence of Success

Today with limited administrative resources we are able to mobilise the staff to handle additional workload.

#### Resources Required.

Resources required employing contractual staff.

Problem Encountered: None

### **Feedback from Stake Holders**

Alumni: - The Members of Alumni association visit the Institution frequently to get feedback about the Academic Progress. They have extended their cooperation for successful NAAC peer team visit.

Parent: - The Parent also expressed their contentment towards the overall academic ambience. They also requested to the Principal to organise self defence training for Girls at regular intervals.

Students:- The Students of this college are proficient in the field academics. They Express their gratitude to the principal for appointing guest faculty on time. They also suggested the Principal to conduct tours for various Departments.