SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BRUNDABAN SUBUDHI COLLEGE

AT PO - DASPALLA , NAYAGARH

752084

www.bscollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Brundaban Subudhi College,Daspalla located in the Head quarter of a Tahasil and Panchayat Samity in the district of Nayagarh in the state of Odisha is a premier institution and a Non Government Aided Degree College. It has been imparting need based qualitative higher education to the needy and ambitious students of the remote rural regions to semi-urban and urban areas. The college, since its birth in the year

1977 has been leaving no stone unturned to meet the aspirations of the pupils of the region in transforming their dreams to a reality with a strong sense of patriotism, statesmanship, social activism and a serene fellow felling of universal fraternity.

Daspalla is situated at a distance of 130 kms from Bhubaneswar, the state capital on the NH.57 During the pre-independence era it was a garjat (Princely state) under the rule of the kings of Bhanja dynasty. Presently it touches the boundary of 5 Nos. of districts in odisha, famous for its hills and forests., streams and rivers is primarily dominated by tribes and rural poor's . Geographically it is located **20.3356° N** latitude and **84.8490° E** longitude .

Vision

"Strive for perfection and settle for Excellence".

Mission

The mission of the college is to impart holistic education, aiming to make the student and market relevant globally competent morally upright and socially responsible citizens.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

STRENGTHS:

- The College is Co-Educational Degree College catering the academic need of majority SC/ST students economic poor and minority students of the locality.
- The College has physical resources like 5.10 acres of recorded land, a natural and green campus and planned infrastructural set up.
- The infrastructure of the college covers an area of 02 acres which includes class rooms, laboratories, sports room, library building with reading rooms, SAMS resource centre, computer laboratory-cum-SMART class room. Cultural Pendal, Herbal Garden and Playground, Natural environment, planned and beautiful floriculture land scoped area which create a congenial academic atmosphere.
- The human resources of the college include the dynamic, energetic and able leadership of the Principal,

24 Nos. of efficient and experienced faculty members, 05 Nos. of supporting experienced teaching staff and 17 Nos. of committed non-teaching staff.
- Transparency in all transactions of internal affairs.
- Decentralized administration through various committees.
- The intake capacity of the college in Arts 576 & Science 384
- The learning resources of the college comprise. :
- *Automated library with latest text books, reference books, magazines, periodicals, e-Library, e-books, e-journals, online resources, federated searching tools, content management for learning, audio-visual library, students information facility, computer, internet, INFLIBNET and reprographic facilities.

*Computer laboratory with internet facility (Wi-Fi enabled).
*Two generators of 05KVA(Silent) and 740 Watt (small) and one 5KVA power backup for uninterrupted power supply.

*SMART Class room, technology equipped lecturers theatre with power point provision.
*Regularly updated college website

- Regular conduct of extension activities like blood donation, HIV awareness, Road safety and traffic rule awareness, Yogo, soil & water conversation campaign, plantation etc. through NSS YRC units and ECO club of the college. The community orientation, EKta divas celebration, observing environmental campus is under CC Camera surveillance along with security guard deployed at the protection day main gate 24 x 7 .
- Members of staff has connection with various organizations like Blood Bank, NGOs etc.
- Sufficient & efficient human resource management.
- Provision of Carrer Counseling, Remedial Classes, Extramural Lectures, Computer Literacy and Communicative English for students.

Institutional Weakness

WEAKNESSES :

- Most of the students enrolled from surrounding rural villages with poor socio-economic background specially from SC/ST background and hence with week academic performance.
- They also come from Odia medium schools with poor communicative skill in English.
- Non posting of faculty members by the Government in case of transfer without reliever, death or retirement.
- Hostel facility for students is insufficient.
- Residential facility is not available for teachers and other employees.
- Since decision are made by the university it results in delay of implementation

Institutional Opportunity

OPPORTUNITIES:

- The college possesses recorded land mass of its own for future development.
- Mental and physical preparedness to undertake funded projects by the State Government and UGC.

- To open honours course in the general subjects taught in the college.
- Scope to undertake plantation programmes in the college campus and in its outskirts.
- There is wide scope of extension and outreach activities.
- The rural agricultural belt around the college provides wide scope for socio-economic survey and to undertake different socio-economic projects for the development of the locality.

Institutional Challenge

CHALLENGES:

- Due to poor economic standard of the locality opening of self financed job oriented courses is not possible.
- It is not possible to give financial support to all the needy students.
- Meritorious students prefer technical education to traditional programmes offered in the college.
- It is not possible to provide job opportunities to all the degree holders.
- There is little scope for the institution to generate resources of its own for developmental works.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college offers Under Graduate studies in Arts with Honours and Courses affiliated to the Utkal University. The students of this region prefer this institution for its congenial study atmosphere, quality teaching, experienced and caring faculty, Natural and Transiquit environment with pin drop silent library. At present the college is imparting Honours teaching in Arts Stream in 07 subjects offered in the institution are Education, English, History, Philosophy, Odia, Political Science and Sanskrit. The students, besides the core subjects can opt for elective subjects like Indian Polity, Landmarks in Indian History, Sanskrit, Odia, Education , Philosophy. There is also flexibility in the curriculum. The students are taught Indian Society and Culture, Environmental Studies and Population Studies as a part of their syllabus as prescribed by the University. Besides these prescribed subjects, skill oriented programmes like Communicative English and Computer Literacy programmes are offered to develop the communicative skill and acquaintance with computer and internet. Now from the session 2016-17 the college following CBCS pattern of Education.

Teaching-learning and Evaluation

The admission process of the college is transparent as it is conducted with e-Admission process under SAMS (Student Academic Management System) project of the Department of Higher Education, Government of Odisha, Criteria adopted for admission in B.A. Hon's and the merit list prepared by the SAMS. The admission process covers reservation for SC, ST Differently Able, N.CC Sports persons and wards of Ex-Army Men and Martyrs. Women students are provided many facilities such as nonpayment of tuition fees and financial assistance. The college strives for empowerment of students. The college takes special care for the students from the socio-economic weaker section and, minority community and specially for SC/ST students.
The regular faculty members of the college are appointed by the Dept. of Higher Education, 0Govt. of Odisha

and the contractual teachers (Guest Faculty) are appointed by the Governing Body. There are qualified, experienced and efficient faculty members who consistently maintain the quality teaching in the college. In order to update the knowledge they have done their refresher and orientation courses in Academic Staff Colleges of different universities. Some of the teachers are engaged in Minor Research Projects sponsored by UGV. Academic programme of the college mis carried out in accordance with the common Academic Calendar of the Dept. of Higher Education, Govt. of Odisha, the University syllabus and the Academic Calendar of the college. In the teaching-learning process besides the lecture method, provisions are made for interactive method, power point presentation ICT. Audio Visual Aids & SMART Class. The teachers and students are given free access to computers and internet. The college has a developed library with latest text books, reference books journals e-Books, e-journals, computer, internet INFLIBNET & reprographic facility. Dept of Education of our college conduct regular rural survey programme for literacy development and women literacy every year. Departmental seminars and study tours are conducted to enrich the teaching – learning process. College magazines and wall magazines are published and competitions in various activities are conducted to develop the creativity among the students. The lesson plan & progress registers are maintained to assess the academic progress.

Research, Innovations and Extension

The Research Committee of the college encourages the faculty members to participate in research activities. The faculty members have undertaken Minor Research Projects funded by UGC. One Minor Research Projects have been completed by the faculty members. Other faculty members have applied to avail Minor Research Project to be funded by the UGC. Three state level seminars funded by IQAC, have been organized in the college in last three years of six Departments. Three national seminars is sanctioned by the UGC has already conducted during this year 2016-17. Of the Dept. of Political Science, Sanskrit & Philosophy. The college organized various extension activities in collaboration with the University, Govt. & Non-Govt. organizations. The NSS & YRS units of the college have organized programmes like Blood donation Camps, AIDs awareness programmes, Health & Hygiene Programmes, Literacy Programmes, Women's Literacy Studies Survey of rural people. Self Defense Training Programmes awareness programme like anti-dowry, prevention of domestic violence against women, Road safety & Traffic Rules, Early Marriage, legal awareness, Human rights and RTI etc. are arranged in the college. Eco-Club works in generating awareness on environmental protection and Issues. In the current session 2017-18 Extension Activities such as Adult Literacy Programme , Literacy for Children,Womens'Empowerment, Human Rights & Duties Education, Environmental Protection & Awareness Programmes had been organized in the month of August 2017.

Infrastructure and Learning Resources

The college has extensive physical resources and massive infrastructure. The college has 10 acres of recorded land at its disposal and the college building covers an area of 02 acres. At present the college provides 12 class rooms, laboratories, sports room computer laboratory-cum SMART class room career counseling cell, examination section, SAMS centre, students Common Room, Teachers Common Room, Library Building with separate Rooms for Staff and students. Technology Equipped Lecturer Theatre, College Canteen, Cycle Stand, Staff Bike Shed, Cultural Pendal, Open Pendal, Conference Hall, Botanical garden & safe drinking water supply facility.
The college has an automated library with 20,406 books 1500 reference books, 1299 magazines and periodicals, regular subscription of 02 English and 04 Odia news papers, 7000 e-books, e-magazines, 20 audio CDs and 200 video clips. The college has 50 numbers of computers with internet facility made available to faculty and

students. The college gives importance for the all round development of students. Besides academic activities, it also gives emphasis on games and sports. To promote games and sports the college has large play ground meant for badminton, cricket ,football and for outdoor games.

Student Support and Progression

The institution continuously provides student support for the successful completion of academic programmes & to facilitate the progression of the students towards higher education & employment. Besides the Common Academic Prospectus published by the Department of Higher Education, Govt. of Odisha, all the information about the college and courses offered by the college are provided in the college website www.bscollegedaspalla.org and the college calendar. Student support is provided in the form of scholarships like post metric scholarship for SC & ST scholarship for OBC, Sanskrit scholarship, Minority Scholarship. Besides, book bank facility, students moral and psychological supports are provided to the students. Special support in the form of supply of doubt clearing classes, study materials and remedial classes are provided to the students. The college has career counseling and placement cell which provides career guidance and information of job opportunities to the students. The college has a Grievance Redressed Cell to redress various grievances raised by the students. The college has ant ragging & sexual harassment committee to look after the complains of students. The college encourages the students to participate in various curricular and extracurricular activities like NSS,YRC, NCC activities, cultural, literary, games & sports events. The college publishes the wall magazine periodically and the college magazine, The SANJEEVANEE annually to encourage the creative writing among the students. The college remains in touch with the former faculty members and the alumni and gives importance to their feedbacks.

Governance, Leadership and Management

The vision &mission of the college clearly defines its rich traditions, activities and aspirations. The institution makes aware all the stakeholders its vision and mission. The management of the college is well articulated, transparent and dynamic. At present the Hon'ble M.L.a. Daspalla is the President of the Governing Body & the Principal is the ex-officio secretary. The internal administration of the college is bestowed on the Principal who acts as the academic and administrative head of the college. The college functions as a decentralized administrative structure with Principal as ;the head. The principal functions through different committees such as admission committee, academic committee, budgetary committee, purchase committee, library committee, NAAC steering committee & IQAC. The Principal takes into consideration the opinions of staff council and IQAC for formulating and implementing ;its quality npolicies and plans. All the matters are discussed in the staff council and collective decisions are taken into consideration, which are executed through different departments and committees. The academic activities are monitored by the Academic bursar and the heads of the departments. The principal of the college interacts with the heads of departments, heads of different committees, representatives of different stakeholders to access the different programmes and activities. The institution formulates its academic, cultural and developmental action plans taking in to consideration the needs and requirements of the students, faculty and the institution. The institutional mechanism for financial management consists of the Principal, Accounts bursar, Head clerk and the Accountant. Transparency is maintained in all financial transactions. The financial management of the college is subject to external audit by local fund audit, Govt. of Odisha. The institution has established an IQAC. The objectives of the IQAC are to provide quality benchmarks to various academic, infrastructural & administrative development of the college.

Institutional Values and Best Practices

The College campus is situated in a natural and green and transmute. The institution has conducted a green audit of the campus with the help of the Y.R.C and Eco-club. The Eco-culb promotes the protection of existing plants and undertakes plantations of new plants to keep the campus green. The college has given priority mfor the use of technology in teaching & learning. Provisions of computer, internet, Power point Presentation, SMART class room, internet café. , e-library, computerized students information service and audio- visual library have been made in the college. The college has completed a bore well project for the supply of safe drinking water to the staff and students. The college has adopted some best practices like regular plantation programmes for protection of environment & blood donation camp to serve precious human lives. College takes initiations for water harvesting & soil conservation.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BRUNDABAN SUBUDHI COLLEGE
Address	AT PO - Daspalla , Nayagarh
City	Daspalla
State	Orissa
Pin	752084
Website	www.bscollege.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Sridhara Rath	06757-237857	9437169282	-	bscollege.daspalla @gmail.com
IQAC / CIQA coordinator	Santosh Mishra	-	9438185870	-	santoshkumarmisha r1667@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	02-07-1977

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Orissa	Utkal University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	13-03-2012	[View Document](#)
12B of UGC	13-03-2012	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	AT PO - Daspalla , Nayagarh	Rural	10	5638

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,Ug Arts,	36	Intermidate	English + Oriya	614	580
UG	BSc,Ug Science,	36	Intermidate	English	256	138

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				4				13			
Recruited	0	0	0	0	4	0	0	4	12	1	0	13
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	10	1	0	11
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				26
Recruited	25	1	0	26
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	5	0	0	5
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	0	0	3
M.Phil.	0	0	0	0	1	0	2	1	0	4
PG	0	0	0	4	0	0	12	1	0	17
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	10	1	0	11
UG	0	0	0	0	0	0	0	0	0	0

18-01-2025 04:43:25

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	6	2	0	8

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	370	0	0	0	370
	Female	230	0	0	0	230
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	53	60	71	65
	Female	18	29	35	35
	Others	0	0	0	0
ST	Male	43	56	62	41
	Female	23	27	26	21
	Others	0	0	0	0
OBC	Male	122	152	155	159
	Female	81	90	112	108
	Others	0	0	0	0
General	Male	105	126	116	105
	Female	51	59	66	66
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		496	599	643	600

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 12

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	1	1

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
718	614	563	480	415

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
320	192	192	192	160

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

2.3

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
161	97	98	70	60

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
28	29	24	23	23

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.2

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	25	25	25	25

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 20

4.2

Number of computers

Response: 29

4.3

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
53.9	41	96	46	28

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The action plans for effective implementation of curriculum stated in the form of accademic calendar which is prepared in consukltation with the faculty members ,.before the commencement of every session.semister syllabus divided by teaching schedule of each department .Supplementary books are recommended by teachers.Teacher prepare PPT whereever possible for better description of course work.There are strict adherance to lesson plan and progress register which are physically verified by academic bursar and principal.Students are encouraged to make full use of library,computer laband internet.There are weekly test and internal exam for each semister conducted and to assess the performance of students.

1.1.2

Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3

Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 12.82

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	1	0	0

File Description	Document
Details of participation of teachers in various bodies	[View Document]()

1.2 Academic Flexibility

1.2.1

Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 41.67

1.2.1.1 How many new courses are introduced within the last five years

Response: 05

File Description	Document
Details of the new courses introduced	[View Document]()

1.2.2

Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	[View Document]()

1.2.3

Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The college encourages gender sensitization programmes without any discrimination and always encourage girl students to participate in every activity of the college like NSS,Blood donation, Physical skill enhancement programme etc. Though this college is a co-educated institution, every effort have been made to protect girl student and strictly college adhere to gender equality. Seminars & lecturers are also organized from time to time dealing with sensitive and important issues like Gender discrimination, Environmental crisis, Hygiene, Literacy etc. various communities and clubs are also established in the college protect the girls child society, Nature and eco-club etc. have been working in creating sensitization among students towards these are very important and prevalent issues. To make the students environmental conscious, the University has implemented EVS compulsory aty UG level. Teachers are always geared to provide simple and effective tips to students to adopt environment friendly attitude and life style, The college authority took the measures to make the college campus green,cal.. Environment for better study environment.

1.3.2

Number of value added courses imparting transferable and life skills offered during the last five

years

Response: 20

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 20

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3

Percentage of students undertaking field projects / internships

Response: 13.37

1.3.3.1 Number of students undertaking field projects or internships

Response: 96

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: E.None of the above

File Description	Document	
URL for stakeholder feedback report	[View Document](#)	

1.4.2

Feedback processes of the institution may be classified as follows:

Response: E. Feedback not collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2

Average Enrollment percentage

(Average of last five years)

Response: 299.27

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
718	614	563	480	415

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
192	192	192	192	160

File Description	Document
Institutional data in prescribed format	View Document

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 36.88

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
85	75	75	75	65

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Yes,A critical analysis is performed to understand student needs in imparting functional knowledge and in developing emply ability skills before the commencement of the program.

students are categorist in to A.B,C,D

Details of students assessment are performed in the following ways.

1.past academic track record along with good grades in the qualifying exam.

2. Observation in the personal interview.

3.Language proficiency test

4.communication skill assessment

5.computer literary test

Assessment of students knowledge and skill is done on a regular basis before commencement of class room teaching.Baesd on the assessment the students are distributed in to different section.Each section comprising of homogenous grouping in terms of knowlwdge and skill.So that the department can plasn to effectively employement thwe curriculum.

File Description	Document
Any additional information	[View Document](#)

2.2.2

Student - Full time teacher ratio

Response: 25.64

2.2.3

Percentage of differently abled students (Divyangjan) on rolls

Response: 0.14

2.2.3.1 Number of differently abled students on rolls

Response: 1

File Description	Document
List of students(differently abled)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college follows a student centric approach by creating a learning environment which allows students to think ,ask questions and answer. The basic strategy adopted is to provide students with a diversity of learning experiences.While lectures are the common teaching merthod,this is suppiorted by assignments,discussions,field work,organizing exhibitions and projects.The students activity groups are also a means through which students are engaged in educationally purposeful activity.The emphasis is on

helping students acquire critical thinking skills interpersonal communication skills ,problem solving skills,knowledge management skills and teamwork,all of which enable life long learning ,interactive learning collaborating learning indepedent learning and participation learning activities.

1.Assignments seninars and quiz programmes.

2.group discssion ,chat meets amnd debates

3.paper presentation and poster presentation

4.participation in sports and cultural competitions

5.Advanced learners helping slow learners in the learning process

2.3.2

Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 0

2.3.2.1 Number of teachers using ICT

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3

Ratio of students to mentor for academic and stress related issues

Response: 51.29

2.3.3.1 Number of mentors

Response: 14

2.3.4

Innovation and creativity in teaching-learning

Response:

The college is very conscious in implementing the evaluation reforms of the university without deviating from the norms.

In order to evaluate the capability of the student the teachers adopted following methods.

a) The students are asked to speak on the stage what they have understood.

b) Surprise test is taken occasionally.

Practically it is not possible to analyze the academic progress of every student throughout the course. On the other hand the college is doing its best to keep the students aware of their understanding. The HODs of every department has been assigned to make a graph of their concerned department about the growth of their department achievement especially in the University exam result of last three years.

Analysis of the university exam results from 2014-15, 15-16 to 2016-17 shows regular increase in the % of pass out. HODs of every department have been advised to prepare a graph of the growth of the result of minimum last three years.

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers against sanctioned posts during the last five years

Response: 120

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2

Average percentage of full time teachers with Ph.D. during the last five years

Response: 1.96

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	0	0	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3

Teaching experience per full time teacher in number of years

Response: 16.73

2.4.3.1 Total experience of full-time teachers

Response: 468.5

File Description	Document
Any additional information	View Document

2.4.4

Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 3.21

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5

Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1

Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The evaluation process and methods are supplied to the teachers' subject concerned in the central valuation centre of the university. The teachers evaluate the internal exam papers as per course of study & syllabus.Every student is given a copy of the syllabus and details of the evaluation process.

The Utkal University adopts new course structure from the year 2002-03 in +3 classes. It is introduced through three annual university exam in +3 1st, IInd & IIIrd year ending instead of two at the end of +3 IInd year & IIIrd year ending. CBCS Patern follows from the Session 2016-17 with semester system of Exam. There are also internal Examination conducted in every semester.The college is very conscious in implementing the evaluation reforms of the university without deviating from the norms.

2.5.2

Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Practically it is not possible to analyze the academic progress of every student throughout the course. On the other hand the college is doing its best to keep the students aware of their understanding. The HODs of every department has been assigned to make a graph of their concerned department about the growth of their department achievement especially in the University exam result of last three years.Analysis of the university exam results from 2014-15, 15-16 to 2016-17 shows regular increase in the % of pass out. HODs of every department have been advised to prepare a graph of the growth of the result of minimum last three years.

The system of internal assessment is introduced by the university from the session 2016-17 session.

In the institution the teachers use assessment / evaluation as an indicator for performance evaluation. This is probably the better possible means for student evaluation. The students are given large opportunities for self improvement and development and the teachers encourage them to take part.

2.5.3

Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

At the college level, the answer sheets of college examination are shown to the students. The doubts of students if any regarding evaluation is clarified by the teacher. For the credit of the faculty of the college, no measure discrepancies are found in the evaluation.

At the university level assessment of answer books is possible in the examination. A student who is dissatisfied with the result can go for rechecking of marks withdue procedure lay by the university. Then fresh mark sheet with modified marks are issued to the eligible students. Un resolved grievances are addressed and resolved by grievance reddressal Committee and Principal.

2.5.4

The institution adheres to the academic calendar for the conduct of CIE

Response:

The academic activities of the institution are scheduled in the academic calendar at the beginning of each academic year. Being affiliated to Utkal University the college has to follow its academic calendar as fixed up by the Department of Higher Education, Govt. of Odisha. It is mandatory for the institution to strictly adhere to this calendar for the completion of academic activities. Admission process, important events of academic year, working days and holidays, details of curricular and extra-curricular activities, dates of internal test, evaluation schemes, student union election, rules and regulations of the college and commencement of date of classes for each semester. The college follows the choice based credit system along with the traditional pattern. CBCS facilitates continuous learning and assessment. CIE is required to improve students' achievements and educational process by understanding and enhancing all dimensions of student learning. The scheme of examination and evaluation is one of the most important components of judging academic performance and development of the students. As per the academic calendar under CBCS students are assessed at regular interval through two mid-semester and two end-semester examinations. The relative weightage for internal or mid-semester is 20% and end-semester is 80%. Semesters are conducted on the predetermined dates given in the academic calendar. However, other evaluation components like seminar presentation and performance in the group discussion and home assignments are conducted at the convenience of the institution as no specific dates are given in the calendar.

2.6 Student Performance and Learning Outcomes

2.6.1

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

It is behind that the learning outcomes of the college is good due to its excellent result i.e. more than 90% to 100% both for general & SC / ST students.

The college has started the learning outcomes by assignments test & pretest examinations, debate competition. Besides the university conducts & publish result of university examination. The above adopted outcomes are published in the college notice board for the information of students and staffs.

As the education system is still examination oriented the teaching strategies of the institution sticks to examination. Teachers concentrate at first on preparing students for examination and they plan their lessons accordingly.Regular theory and practical classes are taken sincerely.The college finds that every student is aware of syllabus examination pattern paper style.

Lecturers by expert on various subjects are insisted to address the students. Industrial visits / study tours / cultural study tours are arranged both for science and arts students. Small projects are assigned to stimulate research skills in science students.

2.6.2

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

After every examination the result of the students are analysed and if the performance is noticed to have gone down, the principal and staff gather to discussion the causes of declines. The teachers are advised to improve the performance of the weak area. But since last four year the result of the college has been improved greatly i.e. 80% to 90%.

The examination committee and academic bursar analyses the student performance in placement and carrier counseling cell maintains the employment profile regarding placement of the student.

2.6.3

Average pass percentage of Students

Response: 79.28

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 486

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 613

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.91

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 1.8

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	1.8	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2

Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.03

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 1

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 32

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Knowledge and innovation are necessary condition of economic development and instrumental in bringing about structural changes across sectors. Keeping this in view the institution has an incubation centre which provides a platform for the students to apply their academic ideas to the service of the communities. The college has been conducting various career oriented programmes for betterment of the students. Personality development programme, Interpersonal relationship building and Team dynamics understanding are incorporated into their curriculum for development of soft skills.

The placement cell provides opportunities to the students for getting into different MNCs and other corporate sectors.

The computer science department of the college provides training to the students to develop their soft skill to enhance their employability.

3.2.2

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1

The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2

The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3

Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.04

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.4

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.2

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	0	0

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1

Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college promotes the institution neighborhood community network by various activities of its organization like NSS, YRC, and rover wings. (Please ref the function of NSS, YRC, and scout).

Students are involved in various special activities promoting citizenship role, through the social services carried out by the following organization of the institution in association with faculty in charge.

Ø   Youth red cross (YRC)

Ø   Red Ribbon club (RRC)

Ø   National service scheme (NSS)

The college conducts extension activities on different occasion in different times in which the cooperation and participation of students and faculty is remarkable. NSS and Scout wings organize camps outside taking the students where different programmes on social activities and awareness are adopted.

Year	Blood Donation	Aids Awareness	Plantation	Yoga camp	
2014	4170			**Yes**	
2015	5072			Yes	
2016	2700			Yes	
2017	2700			Yes	
2001			20000		
2017			500		

Social surveys and extension work is undertaken by NSS wings of the college. The details of programmes are mentioned in their report separately. The report will be produced before the peer team at the time of visit.In the month of August 2017 various extension activities such as Adult Literacy Programme, Literacy for children, Environmental protection & Awareness , Human rights & RTE and Womens' Empowerment was organized and these extension activities was funded by UGC.

Students should know and understand society and the problems related with the society as they are the main source of energy and also the future citizen of the country. They can bring any type of reform action as it is required for the society. Through extension activities they are in practical contact with the society and know the need of our society and accordingly orient them selves to shoulder future responsibilities for the society.

The NSS, YRC and   GUIDE units of the college have conducted various communities' relationship

programmes forged with other institutions and locality. The details will be submitted to the peer team at the time of visit to the College.

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 4

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	1

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3

Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 5

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	0	1	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4

Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 23.07

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
342	160	0	200	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1

Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.5.2

Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution gives great emphasis on the need-based development of infrastructural facilities which are highly essential for the present requirement of the stakeholders in a better way with the help of stakeholders, G.B, UGC, and donors.

The existing facilities available for curricular and co-curricular activities includes classroom, technology enabled learning spaces, seminar halls fitted with LCD projector, laboratories, botanical garden. The laboratories are well equipped with the required chemicals glass wares and apparatus which is required for practical classes as per syllabus.

(a). Extra-curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development yoga, health and hygiene etc.

(b). Concerning extra-curricular activities – Report on each field has been prepared and will be submitted before the peer beam during visit to the college.

4.1.2

The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The existing facilities available for curricular and co-curricular activities includes classroom, technology enabled learning spaces, seminar halls fitted with LCD projector, laboratories, botanical garden. The laboratories are well equipped with the required chemicals glass wares and apparatus which is required for practical classes as per syllabus.

(a). Extra-curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development yoga, health and hygiene etc.

(b). Concerning extra-curricular activities – Report on each field has been prepared and will be submitted before the peer beam during visit to the college.

4.1.3

Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 35

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 21.73

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
16.69	7.00	34.10	9.08	1.50

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

The library has an advisory committee consisting of five members including two teaching faculty. Librarian and two students, Library committee takes useful decisions which are highly essential to render the library student / user friendly, which are implemented after the approval of principal.

Total area of the library(in sqmts.) – 50.5 sqmts Total seating capacity – 200

Working hours-

On working days- 10.30am to 4.00 pm On holidays- …………………………

Before exam days- 10.30am to 4.00 pm

During exam days- 10.30am to 4.00 pm

During vacation- 9.00 am to 12.00 noon.

Library Holidays	2014-15		2015-16		2016-17		2017-18	
	No	Total cost	No	Total cost	No	Total cost	No	Total cost
Test book	7512		562		600		410	
Reference book	3050	770,648	1715	312,350	397	1,38,036	244	1,05,000
Journals / Periodicals	23	2280	293	10390	216	7105	131	4845
E-resources								
Weekly Magazine	89	647	91	677	91	682	85	684
Employment News	71	268	60	420	104	728	106	743

The ICT and other tools deployed to provide maximum access to the library collection details

Ø   OPAC

Ø   Electronic resource management package the e-journals

Ø   Federated searching tools to search articles in multiple database

Ø   Library website-

Ø   In house / remote access to e-publication.

Ø   Library automation – Under Process.

Ø   Total no of computers for public access – 2.

Ø   Total no of printers for public access -1.

Ø   Internet band width speed 2mbps.

Ø   Institutional repository.

Ø   Content management systems for e-learning.

Ø   Participation in resource sharing networks consortia (like Inflibnet)

Details on the following items:

Ø   Average number of walk-ins- 130

Ø   Average no of hooks issued / return- 260 per day.

Ø   Ratio of library books to students enrolled.- 9:1

Ø   Average no of books added during last three years - 375

Ø   Average no of log in to OPAC.

Ø   Average no of login to e-resource.

Ø   Average no of e-resources down loaded / printed.

Ø   No of information literacy trainings organized.

Ø   Details of weeding out of book and other materials. – 248

Details of the specialized services provided by the library:

Ø   Manuscripts

Ø   References

Ø   Reprography – 1

Ø   ILLC Inter library lock service

Ø   Information deployment & notification – Yes

Ø   Download - Yes

Ø   Printing – Yes

Ø   Reading list / Bibliography compilation.

Ø   In –house / remote access to e-resource

Ø   User orientation and awareness

Ø   Assistance in searching database

Ø   Inflibnet / Ivc facilities.

4.2.2

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Library Holidays	2014-15		2015-16		2016-17		2017-18	
	No	Total cost	No	Total cost	No	Total cost	No	Total cost
Test book	7512		562		600		410	
Reference book	3050	770,648	1715	312,350	397	1,38,036	244	1,05,000
Journals / Periodical								

s	23	2280	293	10390	216	7105	131	4845
E-resources								
Weekly Magazine	89	647	91	677	91	682	85	684
Employment News	71	268	60	420	104	728	106	743

The ICT and other tools deployed to provide maximum access to the library collection details

Ø   OPAC

Ø   Electronic resource management package the e-journals

Ø   Federated searching tools to search articles in multiple database

Ø   Library website-

Ø   In house / remote access to e-publication.

Ø   Library automation – Under Process.

Ø   Total no of computers for public access – 2.

Ø   Total no of printers for public access -1.

Ø   Internet band width speed 2mbps.

Ø   Institutional repository.

Ø   Content management systems for e-learning.

Ø   Participation in resource sharing networks consortia (like Inflibnet)

Details on the following items:

Ø   Average number of walk-ins- 130

Ø   Average no of hooks issued / return- 260 per day.

Ø   Ratio of library books to students enrolled.- 9:1

Ø   Average no of books added during last three years - 375

Ø   Average no of log in to OPAC.

Ø   Average no of login to e-resource.

Ø   Average no of e-resources down loaded / printed.

Ø   No of information literacy trainings organized.

Ø   Details of weeding out of book and other materials. – 248

Details of the specialized services provided by the library:

Ø   Manuscripts

Ø   References

Ø   Reprography – 1

Ø   ILLC Inter library lock service

Ø   Information deployment & notification – Yes

Ø   Download - Yes

Ø   Printing – Yes

Ø   Reading list / Bibliography compilation.

Ø   In –house / remote access to e-resource

Ø   User orientation and awareness

Ø   Assistance in searching database

Ø   Inflibnet / Ivc facilities.

4.2.3

Does the institution have the following:

1. e-journals

2. e-ShodhSindhu

3. Shodhganga Membership

4. e-books

5. Databases

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)

4.2.4

Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 5.11

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.21	10.50	3.47	7.90	1.46

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)

4.2.5

Availability of remote access to e-resources of the library

Response: No

4.2.6

Percentage per day usage of library by teachers and students

Response: 11.66

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 87

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities including Wi-Fi

Response:

Number of computers with configuration (provided actual number with exact configuration of each available system) –
Desktop (Duo- 27)
Laptop (Dual core-2)
Computer student ratio- 1:50
Stand alone facility -
LAN Facility - Yes
Licensed software – 20
Number of nodes/ computers with Internet facility – 20
Printers- 06
Scanners- 06

UPS- 20
LCD Projectors- 06
Smart boards- 02
OHP Projectors-01
Networking switches- 06
Xerox cum scanner- 04

Sufficient internet facility is available for faculty and students on the campus. They use the facility as per their requirement.

The institution has already established one IT lab accessible for the students and staff with financial help of UGC.
The institution has chalked out plan and crafted strategies to deploy the IT infrastructure at appropriate places on the basis of the requirements of students and staff members. Steps have been taken for up gradation of existing IT infrastructure and addition of new systems and versions of software. The College has planned to extend WI-FI accessibility in the entire campus. The college has the plan to deploy Edu-Sat, e-library, teaching and learning with the help of Video Conferencing, more number of digital and smart class rooms with latest technology.

4.3.2

Student - Computer ratio

Response: 24.76

4.3.3

Available bandwidth of internet connection in the Institution (Lease line)

Response: <5 MBPS

4.3.4

Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 6.45

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	12	1	2

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institution gives great emphasis on the need based development of infrastructural facilities which are highly essential for the present requirement of the stakeholders in a better way with the help of stakeholders, G.B, UGC, and donors.The existing facilities available for curricular and co-curricular activities includes classroom, technology enabled learning spaces, seminar halls fitted with LCD projector, laboratories, botanical garden. The laboratories are well equipped with the required chemicals glass wares and apparatus which is required for practical classes as per syllabus.

(a). Extra-curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development yoga, health and hygiene etc.

(b). Concerning extra curricular activities – Report on each field has been prepared and will be submitted before the peer beam during visit to the college.First aid facility is available in the campus.

The YRC–RRC College Unit runs the In house Medicare centre of the College in association with Rovers wing. A cell-room by the name and under the nose of Staff Common Room and with good approach road for ambulance is made available for the purpose. First-aid medicines, Medicare procedurals, Rescue and recovery accessories, Refrigerator facility, etc are available for students and staff. The Councilors of both the units i.e. YRC-RRC & Rovers wing are collectively placed in charge of it. The support services of Ambulance & PHCs are available from government end.The library has an advisory committee consisting of five members including two teaching faculty. Librarian and two students, Library committee takes useful decisions which are highly essential to render the library student / user friendly, which are implemented after the approval of principal.The latest teaching learning instruments are used by the faculty while teaching. The students are also encouraged to know the techniques of the use of the instruments and to operate the instruments. The institutions has 20 Computer, 02 LCD Projects, 02 smart Board, 06 Printers, 06 photocopiers, 02 Laptops, 26 UPS, 10 Inverter, 1 Generator (05KVA).

The institution champions the cause of ICT application for teaching and learning by the staff and students. In this direction the college has formed an ICT Board for the expansion of IT/ICT infrastructure and to facilitate its extensive use. The research Committee is also developed to pour in academic fillings for effective teaching learning process. The 15 point guideline of the college, urged the faculties to adhere Technological applications while imparting education, for example, a smart class room can change the theoretical aspects of teaching into a project practicality. As a result of which teachers teach with power point presentation and LCD projector indicating the main points and there by promote interactive session with the students. The students are also encouraged to present the seminar papers through power point. In the automated library, functions the Loan Counter and Reference Division for smart circulation of books and digital access to e-resources, respectively.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 25.15

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
143	159	166	145	84

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3

Number of capability enhancement and development schemes –

    1. For competitive examinations

    2. Career counselling

3.Soft skill development

4.Remedial coaching

5.Language lab

6.Bridge courses

7.Yoga and meditation

8.Personal Counselling

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)

5.1.4

Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 6.28

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
50	150	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5

Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document](#)

5.1.6

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: No

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1

Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	[View Document](#)

5.2.2

Percentage of student progression to higher education (previous graduating batch)

Response: 0

5.2.2.1 Number of outgoing students progressing to higher education

File Description	Document
Details of student progression to higher education	[View Document](#)

5.2.3

Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college has a student union and cultural associations along with allied association which are constituted by election as per rules and regulations framed by Department of higher education, odisha. The main activities of these bodies are to see the all round development of the college.The institute has the provision for a Students' Union and other Societies. The office bearers of the respective bodies are elected through a smooth, fair and democratic process. These bodies shoulder the responsibility of organizing meetings, various competitions and put forth the demands of the students' community before the college administration through their Advisor(s). Being the common platform of the college students it plays a very significant role for the healthy academic growth of the institution. The fund for the purpose is raised by realizing collections from each and every college students, at the time of admission and re-admission. The college administration provides necessary infrastructural facilities for the proper functioning of the College Students' Union and Other Societies.

The college constituted various academic and administrative bodies like anti ragging cell, college development, student welfare committee, students advisory bureau that have student representatives.

5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	4	4	4

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1

The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Our Alumni association is funtional since last five years. Several meetings and CSR programs have been successfully conducted by our alumni association. we have applied for registration under socity act to make it full functional audited association.

Different activities of the college including the problems are discussed in the meeting of Alumni and former faculty and valuable discussions are taken for all round development of the college. The college network and collaborate with the Alumni and former faculty of the college through personnel contact by mobile and by face book. The college is planning to give advertisement for the above purpose in future.

Some of our alumnies' are very close to governing body and they are also helping us to conduct developmental activities

5.4.2

Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3

Number of Alumni Association / Chapters meetings held during the last five years

Response: 4

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	00	00

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision
To make the institution an ideal place of learning a healthy academic atmosphere with ample scope for the students to prove their latent potentialities. Promote qualities of ideal citizenship and inculcation of human values and make them eco-friendly
Mission

- Provision for better opportunities to the students and teachers for the promotion of quality education.
- To have a better graduate attributes.
- To produce human resources with a good social ethics.
- To produce self-employable skilled graduates.

6.1.2

The institution practices decentralization and participative management

Response:

The concepts of decentralization and participative management have attracted the attention of policy makers and academicians in the educational arena. The college promotes a culture of participative management at all levels through the following mechanisms:

- Suggestions from different stakeholders especially the students, teachers and parents are given prominence for the improvement and effectiveness of the institutional process and function.
- Decentralized planning provides the departments much needed flexibility and trust in planning for their respective areas.
- Certain decisions relating to administrative and academic issues are taken by the Staff Council, of which each faculty is a member.
- The decisions relating to academic innovation, review or implementation are taken in the meetings of Heads of the Departments.
- The College makes sure that every faculty member is involved in at least 2 or 3 committees of the College and representation from the student community is also ensured.
- Teachers are given charge of various offices, Associations, Societies as Vice-Presidents, Associate Vice-Presidents, Officers- in-charge and members as part of their Co-curricular and Extracurricular assignments.
- Through the Students Union the students are actively involved in the decision making process.

The regular meetings and feedback of different stakeholders is also an indication of the participative management.

There have been a number of instances of participative management at various levels in the institution. The organising of the Annual Function of the Dramatic Association can be taken as a case study, Previously the function used to be conducted with the help of professional singers and dancers invited/ hired by the Dramatic Secretary

6.2 Strategy Development and Deployment

6.2.1

Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has a mission for quality education and has formally stated quality policy to cope of with changing needs of time and society.

The IQAC under the chairmanship of the principal works as quality control of the policies within limits of available resources. Policy is practical and down to earth. There is open discussion, dialogue and transparency. The immediate and forthcoming challenges are met by the management with the IQAC as the mechanism to sort out bottlenecks. The policy is reviewed periodically by the staff council and governing body.

The college adheres to planned development. It has an ongoing annual perspective plan with a long term vision. The development plan is a rolling one; there is no break with the past.
Best Practices – As per the guidelines of the NAAC SWOT / SWOC (Strengths, weakness, opportunities and Threats / Challenges) analysis is applied at different stages to individual departments. Teachers' students and their representatives participate in all development plans related to students and academic interest. The college development committee includes members from faculty, non-teaching staff, University and from the technical field. Each and every plan need be approved by the principal and severally to sort out weakness and minimize challenges / threats and opportunities evaluated so as to strengthen planned development.

 Some prospective plans for college development:

- Separate Boys & girls hostel inside the campus
- Separate toilets for ladies.
- Improvement of laboratories
- Improvement of library with running water lavatory for Girls & Boys.
- Improvement of the play ground
- Appointment of faculty
- Construction of up stair buildings for classrooms.

6.2.2

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The internal organizational structure of Brundaban Subudhi College is as follows:

- The Secretary, Governing Body, being the organizational head, gives directives to the Principal to implement the rules and policies of the government, university and UGC.
- The organizational chart illustrates the interaction among various committees and decentralization of responsibilities in sustaining and enhancing quality in the institution.
- The problems, if any, faced during the course of implementation is reported to Principal by head of the departments and staff.

ORGANOGRAM OF COLLEGE

	Governing Body	
	President	
	Secretary	
	Principal	
Administrative Bursar	Vice-Principal	Accounts Bursar

The Institution has a grievance redressal Committee to redress the grievances in an effective manner. The cell is headed by the Principal with few senior faculties as its members.

6.2.3

Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4

Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Most of the committees of the college meet regularly, plan systematically and carry out different

programmes and activities assigned. As an example the minutes of the Sports and Games Council reflect the planning and effective implementation of activities related to Sports and Games. In its meeting held on 03.09.2013, it was decided to allot the responsibility of managing different sports disciplines/events and teams to different members of the committee and accordingly. Prof. GP. Das, Vice-President was given the charge of the Ball badminton Team and the responsibility of Organizing the, Annual Athletic Meet, Dr. U.K. Tripathy in charge of the Chess Team, Mr. S.C Mohapatra in charge of Foot ball team, Prof. GP Das in charge of the Cricket Team. Accordingly the members were given the responsibility of team selection, conduct of practice games, drawing advance for sending the teams to the various tournaments and monitoring their progress. In the meeting held on 21.09.2013, the matter regarding the procedure for the enrollment and code of conduct for the. The committee met on 21.11.2014 to discuss and take a decision regarding the conduct of the Annual Athletic Meet in the first week of January 2015 in the college premises and request the Principal to take necessary measures for the renovation of the College Play Ground for staging the athletic meet. The members of the Sports and Games Council met on 16.11.2015 and on 22.12.2015 to decide regarding the conduct of the

Annual Athletic Meet in the college ground and request the authorities for making ground playable and hand over the ground during the first week of January 2016.On 21.9.16 , the committee met to allot different responsibilities to the members. Another meeting was held 02.12.2016 to take a decision regarding organizing the Athletic Meet in the college and request the authorities for making the ground suitable for the athletic meet. The sports committee met on 25.4.2017 to discuss regarding the renovation of the sports office, purchase and repair of equipments. The efforts of the Sports and Games Council bore fruit and the college playground was renovated and made playable, a concrete Cricket pitch was constructed and the unfinished work of the Indoor Sports Complex was completed. The Sports and Games Council was able to successfully conduct the Annual Athletic Meet for the year 2017-2018 in the College Ground.

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures for teaching and non-teaching staff

Response:

The institution makes the following welfare schemes available for the teaching and non-teaching staff.
Provident fund & GIS as per rules.
Maternity leave

Medical leave / casual leave / compensatory off facilites.

Duty leave as applicable

House building loan through the banks.

The institution provides all central and state government welfare programms which are directly linked with faculty empowerment.

Several CSR(corporate social Responsbility) programms coducted by our alumini and governing body where teaching and non-teaching staff were the prime stake holder.

6.3.2

Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 4.81

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	1	1

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3

Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4

Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 5

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	4	4	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5

Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has an ongoing system of performance appraisal of the staff and subsequent evaluation. Self appraisal of the members of the faculty and assessment there upon is done on the basis of proper maintenance of progress resisters, student's attendance registers, Reports on respective co curricular activities, disposal of files of sections under their charge. The self appraisal format is as per government guidelines is meant to discover the performance of the faculty in a prospective manner. The pass out percentage in the university examinations reflects the performance of the faculty members.
The process of evaluation and assessment on performance of teachers is quite comprehensive. At times the principal also suggests measures for better appraisal, the resort is more persuasive.

The review of the performance appraisal has proved to be supportive to the staff and productive for the institution. The management has appreciated the co-operation and co-ordinations among the staff and provides financial benefits to the staff as an encouragement. This is quite a commendable achievement

for the staff.

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

Audit is a part of the financial management of the college. The cash and financial process of the college is subject to audit by the local fund and charted accountant. Audit by the local fund is conducted annually without break. The service of the charted accountants is hired for the audit of UGC grants. Internally the daily transaction of the college is cross checked by the accounts bursar. The local fund conducted audit of the college finance last up to march-2017.
The CAG also conducted audit of the college finance.

Development fees collected from the students is the major source of institutional receipts / funding. The annual budget is prepared accordingly to with emphasis on priorities so as to minimize deficit.
Financial statement and audit report will be submitted at the time of peer team onsite visit of the NAAC.

6.4.2

Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 1

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.2	0.05	0.5	0.15	0.1

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3

Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The financial management of the college is under the total control of the governing body except in so far as the principal is allowed to meet with the contingencies. The governing body acts through the principal, who on the other hand with the assistance of the accounts bursar and the budget committee, prepares the budget and places it before the governing body for approval. The principal causes the accounts audited by local fund / charted accountant as the case may be. All major expenditures involving infrastructural development are undertaken with the approval of Governing Body utmost care is taken for effective utilization and transparency.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The internal quality assurance cell has started functioning in this institution since 04.04.13. The institutional policy worked out through IQAC is use of existing infrastructural facility to the optimum level for better prospective improvement.
In addition the policy emphasis is on participatory teaching and learning process and more financial support from the UGC to implement new schemes so as to promote quality education.
The policy so defined has been institutionalized by the formation of the IQAC under the co-ordination of Dr.Santosh Kumar Mishra, Senior member of the faculty with necessary ministerial staff attached to him for assistance. The IQAC has been displayed in the college website. The UGC has been pleased to sanction rupees three lakhs in the 12th plan for the functioning of the IQAC.

The discussion of IQAC submitted to the management broadly include beautification of the campus and greenery, renovation of room No.13 for Class room, constructing new classrooms in upstair & New Plan for construction of another 7 (seven)class rooms, purchase of books and magazines, automation of central library, water harvesting structure, smart class room, computer literacy, students feedback, alumni association, parent teachers association, internal networking, and college website development.

Students are in regular touch with IQAC and facilitate the implementation of policies proposed by IQAC. The alumni association has come forward to co-operate in the improvement of quality education.

The medium of communication is mainly through meetings, seminars and circulars.

The institution has integrated administration with academic curricular. The process of decentralization and delegation is resorted to. The work is done through different committees and assignment to individual teachers. The departmental administration is the lookout of the HODs. In the matter of general administration committees the exigency subject to final decision of the principal.
The feedback system facilitates the integrated framework.
The distribution chart of extra curricular activities at the beginning of the academic session makes the

faculty members and non-teaching staff understand individual as well as collective responsibilities. There is also continues follow up by the Principal through the concerned sections for purpose fulfillment and target achievement.

The institution organizes interactive sessions, meetings and discussion for the staff to promote work performance and effective implementation of quality assurance procedures. The teachers are deputed to attend workshops organized by nearby intuitions. The staff are also communicated the standards and procedures as fixed by the IQAC.

The Structural and functional aspects of Internal Quality Assurance mechanism are quite consistent to the requirement of the external quality assurance agencies/regulatory authorities. For both of them, aim at providing quality education and revolutionary change in the academic health of the institutions.

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The institution has formulated guidelines to watch dog the teaching learning process. The academic bursar reviews different aspects of teaching learning process, like Academic management, faculty empowerment, result outcome, research and extension activities, Study support and facility, application of ICT, etc. The institution follows an effective and elaborate system of feedback from the students. The reports from the feedback are analyzed by a core committee and appropriate steps are undertaken wherever necessary. The teachers are advised to submit the Annual Performance Appraisal Report which acts as an indicator of their teaching learning activities and the Principal after review of the same gives suggestions for future initiatives.

The quality assurance policies and outcomes of the institution are communicated to all the stakeholders, viz. students, staff members, old faculty, alumni members, parents and the local people through different meetings, seminars and workshops organized by the College from time. The reports of activities are displayed to all the stakeholders on Notice Board, University authorities, UGC and other agencies as and when required.

6.5.3

Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	00	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**

2. **Academic Administrative Audit (AAA) and initiation of follow up action**

3. **Participation in NIRF**

4. **ISO Certification**

5. **NBA or any other quality audit**

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5

Incremental improvements made during the preceding five years *(in case of first cycle)*

Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

In order to improve the quality of the teaching – learning process and to make it more exciting and enjoyable the institution has started using many modern technological gadgets like smart boards, power point presentations and other ICT facilities. To buttress the research activities and the teaching-learning process the laboratories of the institutions have been enriched by installation of many instruments and equipments.

They are also encouraged to organize and participate in different orientation and refresher courses to keep themselves abreast of the development taking place in their respective areas of research.

INFRASTRUCTURE

The construction of classrooms has been completed and few more are under construction. Besides, extensive renovation work has also been carried out. The old buildings have been renovated with the addition of toilets and other sanitary facilities to make them make amenable to the benefit of the students. For the conservation of electricity the college has installed solar lighting systems in the campus. To ensure the punctuality of the staff and faculty members a biometric attendance mechanism has been put in place. Besides, the entire campus has been under the surveillance of CCTV camera.

EXTENSION ACTIVITIES

. Notwithstanding their social service in the neighbouring areas the NSS volunteers along with their programme officers have been awarded trophies by the district administration . The Youth Red Cross wing of the college organizes health check up camps biennially for the students, staff, faculty members and people from the neighborhood. It also organizes Blood Donation Camps regularly. The students of the college take out time to visit the nearby orphanages and old age homes to extend emotional, physical and financial support to the inmates. The college strives to ensure the development of its infrastructure, sanitation and academics.

WELFARE ACTIVITIES

The college arranges computer training classes for entry into services like banking, railways etc. The college has a canteen that provided hygienic refreshment to the students, staff and faculty member. Cold water dispensers have been installed at different points to quench the thirst of the students. The college has also a dispensary with a part time physician to ensure the physical well being of the denizens. The employees and students of the college receive financial assistance to undergo medical treatment.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

Response: 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	00	00

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

    1. Safety and Security

    2. Counselling

    3. Common Room

Response:

1. Safety and Security:

·   Regular conduct of extension activities like blood donation, HIV awareness, Road safety and traffic rule awareness, Yogo, soil & water conversation campaign, plantation etc. through NSS YRC units and ECO club of the college. The community orientation, EKta divas celebration, observing environmental campus is under CC Camera surveillance along with security guard deployed at the protection day main gate 24 x 7 .

The YRC–RRC College Unit runs the In house Medicare centre in association with Rovers wing with provision for First-aid, medicines, Medicare procedurals, Rescue and recovery accessories,

Refrigerator facility, etc The support services of Ambulance & PHCs are available from government end. At the time of annual blood donation camps, student-donors to undergo blood grouping and a general hematological examination. Out of the acquired blood coupons with the Central Red Cross Blood Bank, Ck we ensure all our human resources with an emergency Blood Transfusion Assurance. The YRC volunteers and RRC activists have formed ULTRA RAPID BLOOD AID SCHEME FOR HAEMATOLOGICAL INFUSSION ON EMMERGENCIES by enrolling themselves into a database on the college website for the purpose of emergency blood transfusion. During YRC-RRC Class Room Workshops, Doctors of the local PHCs are invited to Share their Ideas and Opinions and to give medical advice to the students with known medical complications. All the students are covered under students' safety insurance scheme by the public sector insurance company. There is also provision of Student Aid Fund to help the students in case of serious health hazards.

Aid Granted By The College on Free Studentship, Students Aid Funds, Students' Safety Insurance.

2. Counselling:

For effective mentoring and welfare of the students, some students are attached to a faculty mentor.

The mentoring system is adopted to improve the rapport between the faculty and students. The main objective is to keep track of the progress of the students and counsel them accordingly for academic and personal problems. Parents of the students are timely informed wherever the necessity arises such as lack of attendance, poor academic performance and psycho-social problems. The college endeavours to look after the holistic personality development of students through regular and extra classes, Co-Curricular and extra - Curricular activities and counseling. The faculty offer guidance to the prospective professionals in addition to classroom teaching. The Training and Placement cell and Entrepreneurship development cell have been putting fervent efforts in this direction.

3. Common Room:

Ladies common room with all sanitary and recreation facilities are made available. A lady peon is posted to look after the students. It has been provided with a Pad vending machine and incinerator and safe drinking water facilities.

7.1.3

Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 0.16

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 350

7.1.3.2 Total annual power requirement (in KWH)

Response: 220000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4

Percentage of annual lighting power requirements met through LED bulbs

Response: 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: .4

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 220000

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5

Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

a.   Solid waste management –

i.   Biodegradable waste material are dumped into pits.

ii.   Vermicomposting units has been setup to recycle such types of waste.

iii.   Dry leaves and other Biodegradable material is used for the production of organic manure which is then used for growing flowers in the garden.

iv.   Non Biodegradable waste like plastic and polythene, glass etc. are collected in the garbage bin

and then picked up by garbage collection vans of Daspalla NAC.

b.   Liquid waste management-

Waste water is properly drained out to maintain the greenery in the campus as well as providing ecologically aesthetic environment.Proper drainage system is arranged for all the buildings of the campus.

c.   E-waste Management –

There is no e-waste in the college till date. All the computers & other electronic appliances like printer, television & Refrigerator etc. are in working order.

7.1.6

Rain water harvesting structures and utilization in the campus

Response:

To sustain the ground water availability, the college has adopted rain water harvesting system. A water harvesting tank is proposed to be constructed at one side of the building where it harvest the total water of catchment area during monsoon. This help to recharge the ground water and thereby replenish the well that provides the campus with abundant water supply to the garden throughout the year.

All the constructed buildings have rain water harvesting bore to recharge the sub-soil water. More over a new rain water harvesting bore have been installed for ground water recharge. All rain water flown from the building and from height area to the lawns thus irrigating and recharging sub surface water level.

7.1.7

Green Practices
*   **Students, staff using**
a)   **Bicycles**
b)   **Public Transport**
c)   **Pedestrian friendly roads**
*   **Plastic-free campus**
*   **Paperless office**
*   **Green landscaping with trees and plants**

Response:

Pollution Free Campus;

Care is taken to restrict vehicle entry into the campus and specific parking area is allotted for faculty and students both for boys and girls. The college encourages staff and students to use bicycles coming to campus.

Plantation and maintenance of plants : Van-Mahostava is observed every year and new trees are planted in the college campus by NSS students. Students are sensitized and encouraged to be a part of plantation drives. The college has its own landscaping management committee and a man force of (20) workers especially for maintenance of plants and special awareness programmes on plastic free environment in and around the campus.

Energy Conservation : The main building of the college has thick walls (18 - 24 inches) with High Ceiling (20 to 22feet) making class rooms airy and well lighted, therefore more energy consuming electrical gadgets like air conditioners are not required. Also CFL and LED bulbs have been installed in the place of incandescent bulbs. The students and staff members ensure switching off all electrical fittings before leaving their classrooms or labs. In the light of energy conservation, College has established 10 solar installations funded by UGC.

7.1.8

Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.46

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.83	.78	.66	.60	.52

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9

Differently abled (Divyangjan) Friendliness Resources available in the institution:

    1.**Physical facilities**

2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	00	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: No

7.1.13

Display of core values in the institution and on its website

Response: No

File Description	Document
Provide URL of website that displays core values	[View Document](#)

7.1.14

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15

The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16

The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: No

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 0

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

File Description	Document
List of activities conducted for promotion of universal values	[View Document](#)

7.1.18

Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution organises different functions to observe national festivals, birth / death anniversaries of Indian personalities. Steps are taken to conduct religious festivals like Independence day, Republic day, Netaji Subash Jayanti. The staffs and students gather to pay homage to the beloved national leaders and freedom fighters and reminisce their contribution towards the growth and development of the nation. The Principal during his address gives the brief narratives regarding the freedom strugle and the encourages the students and staffs to emulate these great leaders in the day to day lives. The event end with a cultural program in which teachers and students sing patriotic songs and some students perform traditional Odishi dance.

7.1.19

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The Governing Body plays a key role in the financial management and ensuring its transparency The Governing Body approves a financial budget prepared by the Accounts Section at the beginning of every financial year. The Governing Body makes a quarterly financial review of the income and expenditure of the college to ensure proper utilization of the funds of the college. The Governing Body as well as the government delegate financial power to the Principal for utilization of the fund. For transparency and fair transaction, the Secretary, Governing Body and the Principal are the signing authorities for all funds of

the College. The Principal is assisted by the Account Bursar and accountant for proper financial management of the college fund as well as Govt. and UGC funds. The funds received from UGC are deposited in a separate bank account. These funds are duly utilized for the purpose for which they are received. The institution is under the monitoring of the Department of Higher Education and the Accountant General of Odisha, whose audit mechanism ensures the effective and efficient use of available financial resources. The following bodies take care of effective and efficient use of available financial resources. The Local Fund Auditor verifies income and expenditures of various aspects. Receipts and payment vouchers of daily transaction are checked by Accounts Bursar after scrutinizing and preparing the income and expenditure statement.The local Fund Auditor will submit the observations to the Management for compliance.The Audited Statement of Accounts and Expenditure is displayed in the website of the Local Fund Audit.

Education is a process of all round development of an individual-Physical,Intellectual, Emotional, Social, Moral and spiritual. The teachers are the facilitators and inculcator of values and transformer of inner being. The institution does not consider education as mere acquisition of information Passing examinations and getting degrees. The college insists to instill a sense of humanism, a deep concern for the well being of others and the nation. The institution adopts number of activities like instruction, relationship between students, Curricular activities etc. To inculcate basic integration among the students and faculty members.

The institution strives hard to give a best place to work for the faculty member.It aims to ensure production, Security, Cultural and Social development,Welfare, Good environment and offer opportunities for all according to their ability without discrimination.

7.2 Best Practices

7.2.1

Describe at least two institutional best practices (as per NAAC Format)

Response:

The college adheres to planned development. It has an ongoing annual perspective plan with a long term vision. The development plan is a rolling one; there is no break with the past.

As per the guidelines of the NAAC SWOT / SWOC (Strengths, weakness, opportunities and Threats / Challenges) analysis is applied at different stages to individual departments. Teachers' students and their representatives participate in all development plans related to students and academic interest. The college development committee includes members from faculty, non-teaching staff, University and from the technical field. Each and every plan need be approved by the principal and severally to sort out weakness and minimize challenges / threats and opportunities evaluated so as to strengthen planned development.

Ø   Some prospective plans for college development:

Ø   Separate Boys & girls hostel inside the campus

Ø   Separate toilets for ladies.

Ø   Improvement of laboratories.

Ø   Improvement of library with running water lavatory for Girls & Boys.

Ø   Improvement of the play ground

Ø   Appointment of faculty

Ø   Construction of up stair buildings for classrooms.

7.3 Institutional Distinctiveness

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Best Practice: Innovation in Teaching Methods for Academic Excellence

GOAL:

The institute aims at equipping the learners to face the challenges of the modern world. With the advent of modern information and communication technology, educational practices have undergone tremendous changes around the world. Our College makes all effort to provide students with exposure to modern teaching methodology.

CONTEXT:

The College aims at transforming the youth through quality higher education and to keep pace with the fast changing scenario in the job market.

PRACTICE:

The College encourages all faculty members to make use of LCD projectors in class rooms. A Smart board has been installed . State level and National level seminars are organized in every department to enlighten the students.

EVIDENCE:

Enthusiastic improvement in daily attendance in the class, improvement shown in internal assessments, speaking and learning skills improved. Students come forward to participate in College activities with no stage fear.

CHALLENGES:

Shortage of fund is a major challenge. If sufficient funds will be available then all classrooms are to be equipped with audio-visual gadgets so that the classes can be more interactive and exciting for the students.

5. CONCLUSION

Additional Information :

At present the college get the UGC affiliation (2F & 12 B) . Admission in to +2 and +3 streams is done as per the Govt. guidelines framed for e-Admission. It is now the Nodal SAMS Centre with KPD Women's College, Daspalla,& Maninag Bahumukhi Mahavidyalaya .At the same time this college has been designated as an Examination Management Hub(EMH) for sevencollegesnamely Nuagaon College,Nuagaon, KPD Women'sCollege,Daspalla,ManinagBahumukhi   Mahavidyalaya,Takera,B.B.College, Adakata,RaghunathJewMahavidyalaya, Gania,Dr.R.C.Samantary College of Science & Technology,Gania.

LITERARY VALUE :   Literature is the mirror of society . Thus our double fold literary activities give an exposure to the inherent qualities of the students under active guidance of the lecturers. A-The Odia Sahitya Samaj : The Odia sahitya samaj is a cultural association of which every student of the college having odia as compulsory or optional subject is a member. The principal is the ex-officio president & HOD odia Dept.is the vice president of the Samaj. The secretary and the Asst.Secretary are selected /nominated from among the members. The purpose of the Samaj is to organize literary seminars /meets to discuss on various literary topics & to invite literary giants of the language for their valuable speeches.B-Magazine : The college has a literary magazine named The SANJEEVANEE published once in a year. The ideas & values of the new talents and students are reflected in the magazine and it helps them to flourish in future in the field of literature in three languages namely Odia, English & Sanskrit.

Concluding Remarks :

With a strong introspection, the college submits itself for NAAC accreditation (First cycle) with the achievements, strengths and weaknesses. The college is striving to inculcate academic culture to fulfill the ambitions and aspirations of many young and talented students coming from cross sections of the society. Since its inception, the institution has strived to meet increasing demands of the pupils arriving from the nook and corners of the District and outside. The students' achievement in the society has increased our confidence to serve better. Developmental activities were started rapidly on war footing with the UGC, State Government. We have retained the interest of maintaining social justice to meet the demands of the underprivileged class. Academic excellence and academic skills are the top priorities with the available resources. The institution has plans to introduce Diploma, Certificate, additional PG courses on merit and demand. We are proud of a congenial atmosphere among academic community. Teaching, learning and evaluation take place in a healthy atmosphere. We aim at meeting the ends of Gandhian education which stresses the need for developing body, mind and soul. The ultimate aim is to nurture social, cultural, and environmental awareness among younger generation.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.3.2	Number of value added courses imparting transferable and life skills offered during the last five years 1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years 　Answer before DVV Verification : 30 　Answer after DVV Verification: 20 　Remark : As per Notice provided by HEI.
1.4.1	Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise 　Answer before DVV Verification : B.Any 3 of the above 　Answer After DVV Verification: E.None of the above 　Remark : Feedback report not provided by HEI.
2.2.3	Percentage of differently abled students (Divyangjan) on rolls 2.2.3.1. Number of differently abled students on rolls 　Answer before DVV Verification : 05 　Answer after DVV Verification: 1 　Remark : As per documents provided by HEI.
2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. 2.3.2.1. Number of teachers using ICT 　Answer before DVV Verification : 28 　Answer after DVV Verification: 0 　Remark : No supporting documents provided.
2.3.3	Ratio of students to mentor for academic and stress related issues 2.3.3.1. Number of mentors 　Answer before DVV Verification : 2 　Answer after DVV Verification: 14 　Remark : As per mentor list for 2017-18 provided by HEI.
2.6.3	Average pass percentage of Students

	2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 540 Answer after DVV Verification: 486 2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution Answer before DVV Verification : 620 Answer after DVV Verification: 613 Remark : As per annual report provided by HEI.
3.3.2	The institution provides incentives to teachers who receive state, national and international recognition/awards Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : H.H. Panda only received appreciation certificate. No proof of incentives to teachers who receive state, national and international recognition/awards is been provided by HEI.
3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification: {{TABLE_1}} Answer After DVV Verification : {{TABLE_2}} Remark : As per research journal of dr. dash provided by HEI.
3.3.4	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years 3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years Answer before DVV Verification: {{TABLE_3}} Answer After DVV Verification : {{TABLE_4}}

Table 1 (3.3.3.1 before):

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	1	0	0

Table 2 (3.3.3.1 after):

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	0	0

Table 3 (3.3.4.1 before):

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	1	0	0

Table 4 (3.3.4.1 after):

2017-18	2016-17	2015-16	2014-15	2013-14

| 2 | 2 | 1 | 0 | 0 |

Remark : As per research journal provided by HEI.

| 3.5.1 | Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years |

3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	3	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : Relevant document not provided by HEI.

| 4.1.4 | Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years. |

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
16	7	34	9	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
16.69	7.00	34.10	9.08	1.50

Remark : As per audited statement provided by HEI.

| 4.2.4 | Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs) |

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

| 2 | 10 | 3 | 7 | 1 |

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2.21	10.50	3.47	7.90	1.46

Remark : AS per audited statement for books and journal provided by HEI.

4.2.5	Availability of remote access to e-resources of the library Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Link of remote access to e-resource not provided by HEI.
4.2.6	Percentage per day usage of library by teachers and students 4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 250 Answer after DVV Verification: 87 Remark : As per logbook entries provided by HEI.
5.1.3	Number of capability enhancement and development schemes – 1. For competitive examinations 2. Career counselling 3. Soft skill development 4. Remedial coaching 5. Language lab 6. Bridge courses 7. Yoga and meditation 8. Personal Counselling Answer before DVV Verification : B. Any 6 of the above Answer After DVV Verification: E. 3 or less of the above Remark : Weblink is not provided by HEI.
5.1.6	The institution has a transparent mechanism for timely redressal of student grievances including

	sexual harassment and ragging cases Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Minutes of redressal of student grievances not provided by HEI.
5.2.1	Average percentage of placement of outgoing students during the last five years 5.2.1.1. Number of outgoing students placed year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
0	10	20	17	30 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
0	0	0	0	0	 Remark : No supporting documents provided by HEI.
5.2.2	Percentage of student progression to higher education (previous graduating batch) 5.2.2.1. Number of outgoing students progressing to higher education Answer before DVV Verification : 38 Answer after DVV Verification: 0 Remark : Relevant document not provided by HEI.
5.3.1	Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years. 5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
19	8	0	0	0 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
---	---	---	---	---
0	0	0	0	0	 Remark : There are no awards/medals for outstanding performance in sports/cultural activities at national/international level. The students have received award at university level for participation.

5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year
	5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	8	8	8	8

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	4	4	4

Remark : As per sports result of Running, Javeline through, Shotfoot, Cricket Provided by HEI.

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years
	5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	00	00

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	00	00

Remark : As per alumni meeting minutes provided by HEI.

6.3.2	Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years
	6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

| 1 | 1 | 2 | 1 | 1 |

Remark : AS per Certificate of financial support of teachers provided by HEI.

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

Remark : The photos provided for other years are edited.

6.4.2	Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0.2	0.05	0.05	0.15	0.1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.2	0.05	0.5	0.15	0.1

Remark : As per audited statement for 2015-16 provided by HEI.

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	5	5	3	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	00	0

Remark : No relevant supporting documents provided by HEI

6.5.4	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit Answer before DVV Verification : C. Any 2 of the above Answer After DVV Verification: E. None of the above Remark : Annual report of IQAC not provided by HEI.
7.1.1	Number of gender equity promotion programs organized by the institution during the last five years 7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	00

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	00	00

Remark : The images provided by HEI are edited. No relevant supporting documents provided by HEI

7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages

year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

Remark : The images provided by HEI are edited. No relevant supporting documents provided by HEI.

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere) 7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years Answer before DVV Verification: 	2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	3 | Answer After DVV Verification : | 2017-18	2016-17	2015-16	2014-15	2013-14
0	00	0	0	0 | Remark : The images provided by HEI are edited. No relevant supporting documents provided by HEI.
---	---
7.1.12	Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : University code of conduct handbook, manual brochure not provided by HEI.
7.1.13	Display of core values in the institution and on its website Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : No relevant supporting documents provided by HEI.
7.1.16	The institution functioning is as per professional code of prescribed / suggested by statutory bodies /

	regulatory authorities for different professions
	
	        Answer before DVV Verification : Yes
	        Answer After DVV Verification: No
	    Remark : link not provided by HEI.

7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years
	
	    7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years
	        Answer before DVV Verification:
	
	{{TABLE1}}
	
	        Answer After DVV Verification :
	
	{{TABLE2}}
	
	    Remark : No relevant supporting documents provided by HEI. The images provided by HEI are edited.

Table for 7.1.17 Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
380	350	250	0	0

Table for 7.1.17 Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

2.Extended Profile Deviations

ID	Extended Questions
1.3	Number of outgoing / final year students year-wise during the last five years Answer before DVV Verification: {{TABLE3}} Answer After DVV Verification: {{TABLE4}}
2.1	Number of full time teachers year-wise during the last five years Answer before DVV Verification: {{TABLE5}}

Table for 1.3 Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
192	127	121	100	80

Table for 1.3 Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
161	97	98	70	60

Table for 2.1 Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
28	32	32	32	32

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
28	29	24	23	23

2.2	Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
26	26	26	26	26

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
25	25	25	25	25

3.3	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
54	41	96	46	28

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
53.9	41	96	46	28