



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	BHADRAK AUTONOMOUS COLLEGE, BHADRAK
• Name of the Head of the institution	DR. UMAKANTA SAMAL
• Designation	Principal (In Charge)
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	06784295467
• Alternate phone No.	
• Mobile No. (Principal)	9437765359
• Registered e-mail ID (Principal)	baciqac2015@gmail.com
• Address	At- Jagannathpur, Po/Dist- Bhadrak, State- Odisha, Pin-756100
• City/Town	Bhadrak
• State/UT	Odisha
• Pin Code	756100
<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	01/04/2002
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Ashok Kumar Das				
• Phone No.	06784240309				
• Mobile No:	9861414165				
• IQAC e-mail ID	baciqac2015@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.bhadrakcollege.nic.in/aqar.htm">http://www.bhadrakcollege.nic.in/aqar.htm</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.bhadrakcollege.nic.in/ac-20-21.pdf">http://www.bhadrakcollege.nic.in/ac-20-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81	2006	02/02/2006	01/02/2011
Cycle 2	A	91	2017	22/02/2017	21/02/2022
<b>6.Date of Establishment of IQAC</b>			10/11/2014		
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>				

<b>9.No. of IQAC meetings held during the year</b>	<b>1</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Extramural lectures for the teachers, students and staff	
Career Counselling Programme for the outgoing students	
Feedback collection from students on the teaching quality	
Academic audit by the two members of the college and one external academician	
Self awareness programme	
<b>12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:</b>	
Plan of Action	Achievements/Outcomes
Three extra mural lectures to be held	Lectures on moral values and ethics held, Lectures on gender disparity held, Lectures on human rights held
Campus Cleaning Drive	Swachha Bharat Abhiyan observed
Campus beautification through gardening	Garden was made
National Seminar/Webinar and State Seminar/Webinar	Organised by different departments of this college
<b>13.Was the AQAR placed before the statutory</b>	<b>Yes</b>

<b>body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Staff Council	20/12/2021
<b>14.Was the institutional data submitted to AISHE ?</b>	Yes
<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
31/12/2021	28/01/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	
<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	

## Extended Profile

### 1.Programme

1.1

50

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

## 2.Student

2.1 **4659**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 **1723**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 **4659**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

## 3.Academic

3.1 **1088**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2 **39**

Number of full-time teachers during the year:

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	<b>50</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Total number of students during the year:	<b>4659</b>
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
2.2 Number of outgoing / final year students during the year:	<b>1723</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>4659</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>1088</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	39
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	97
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	421
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	70
Total number of Classrooms and Seminar halls	
4.3	141
Total number of computers on campus for academic purposes	
4.4	2537753
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Institution ensures effective curriculum delivery by following the academic calendar provided by Department of Higher education , Govt of Odisha and FM University Balasore , Odisha The college follows the Model UG syllabus for the Undergraduate students designed and developed by the Department of Higher education and is following strictly from the academic session 2020-21. The curriculum of Post graduate students and M Phil students is

designed by the FM university , Balasor and tany mdofificiation , addition , deletion of the course curriculum is done by the members of the BOARD of studies meeting held every year at different times.BoiThe head of every department submits a workload statement at the beginning of every semester, over which the general time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, Annual Quality Assurance Report o fBhadrak Autonomous College , Bhadrakdebates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial / class test / MCQ examinations are conducted in order to assess the understanding of the students. The examination results are reviewed and the weaker students are taught again in remedial classes. Teachers put in all efforts to ensure quality and enhance academic growth. Practical, theoretical & oral examinations are conducted to judge the understanding of the students. The new examination pattern introduced by affiliating university is being strictly adopted by the college. The curriculum is enriched by participation of our teachers in Board of Studies, Meetings, Seminars, Conferences organized by affiliating university (FM University ) from time to time. The effective delivery of the curriculum includes a wide variety of steps like work culture, supervision and revision through periodic meetings with the principal, faculty and students. The college has taken the following initiatives for effective curriculum planning, development and deliverance: CBCS model as per the University norms is in operation. To prepare a planned work schedule with a consideration of due weightage for each paper and number of hours allotted as per University guidelines. Updating the library with books of the changed syllabi every year. All the laboratories are upgraded annually as per requirement of the curriculum. Subject tours and industrial visits are organized to provide practical exposure to the students. Seminars, debates, quiz competitions and workshops are being organized. skill-oriented courses are offered to the students for enhancing their skills and access to jobs in national/international job markets.



File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	<a href="http://bhadrakcollege.nic.in/course&amp;programoutcome.htm">http://bhadrakcollege.nic.in/course&amp;programoutcome.htm</a>

**1.1.2 - Number of Programmes where syllabus revision was carried out during the year**

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**

1088

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year**

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

40

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The curricula of the college are designed by the department of Higher education, Govt of Odisha. The college is not empowered to incorporate any kind of educational ideas in the courses. Hence ,Keeping in view of the cross cutting issues emerging from time to time the courses are added by the government to augment the students approach and awareness towards society ,culture , environment etc. In this regard there are many courses across programmes which have found place in the subjects of different disciplines relevant to Professional ethics, Gender issues, Human Values, Environment and sustainable development.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

**1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year****8**

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above****687**

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects****1583**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4 - Feedback System**

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

**C. Any 2 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

#### 1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

1654

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

462

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

### Assessment of learning outcomes:

Assessment is done to identify learners with slow learning and advanced learning at the beginning of the year. Through different tests conducted by the teachers during their classes they come to know about the performance of different students and their level of learning and take adequate measures like extra classes for doubt clarification. Proctorial classes are held by the teachers as per the guidelines issued by the college. For advanced students extra classes on problem solving and coverage syllabus for the competitive entrance examinations are held. Different departments have evolved way of assessing learning levels of the students and organize suitable programmes for diverse learners with diverse learning needs. Departments try to assess level of grasping of the subject and interest level among students. Results and Marks are another criterion for assessing the learning levels. Other criteria include Participation in Internship program, Participation in events where they showcase projects, placement in agencies of Internship. Efforts for Advanced Learners Participation and enthusiasm level during class interaction help while screening. Ability to participate, engage and desire to learn are being provided with dissertation, article reviews. Extra reading and reference material is being provided to those who wish to appear for competitive exams. Interested and having a strong academic orientation are being provided with Peer learning opportunity and also provide Model answers which are circulated among the students for their benefit.. Those who have flair for writing are given representation in college and departmental magazines, opportunity to take initiative in projects and departmental activities and be coordinators and lead activities Active students are encouraged to participate in external seminars and workshops, competitions for paper and poster presentations organized by state level and national level academic and research organisations Students are encouraged to take projects independently on cross-cutting issues like environmental awareness and encourage them to participate in intercollegiate competitions Encouragement to UG students to conduct research and publish papers and enhance their research abilities, participate in conferences. Advanced learners are encouraged to use high-end instruments for conceptual understanding and hands on experience Efforts for students with academic lag: Students need more inputs

different study techniques, question banks and model answers, presentations on basic terms and revision lectures. Those who cannot articulate, lack writing and language, communication skills tend to participate lesser. Hand holding and encouragement is being given for participation and interaction in the class Remedial teaching is organized faculty-wise and for interdisciplinary way. Along with such courses, other efforts of discussing question banks, solving question papers in the class, discussions for better understanding, providing study material, roped into performing departmental tasks, encouraged participation in departmental activities. Enabling dialogue among students through group discussions and sharing of life experiences

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2021	4659	39

File Description	Documents
Upload any additional information	No File Uploaded

### 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:

Innovative Pedagogies are used to achieve the goal of experiential learning:

**The Practices/ Methods:**

Students are advised to prepare different projects on the application of the papers taught in the syllabus. All departments conduct Seminar every month to give opportunity to students to deliver a talk on a topic of their choice with an aim to improve their level of understanding, presentation skill, and removal of fear factor in speaking before the audience. The students are

encouraged to write articles, stories, poems, essays etc which are published in the different magazines brought out by the college and the hostels. They are encouraged to participate in Quiz contest, debate competition, poster presentation in exhibition etc. The students are given charge of different activities to learn the skill of leadership and management. Through various competitions, workshops, the students find scope to showcase their talent by interactive presentations, games, personality assessments and projects regarding cross cutting issues.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Many teachers take classes using ICT enabled tools. They use smart board and projectors to demonstrate the concepts which attract the attention of students making animated videos, showing pictures and relevant videos. The teachers show videos from you tube and teach through internet wherever necessary to capture the attention of the students to make them grasp the idea and content of the subject effectively. Teachers use platforms such as Google meet, Zoom and Microsoft Teams for online teaching. Learning modules, eBooks and virtual labs. The lecture notes are made available in the website of the college for the access of the students..There is a language Lab for improvement of communication skill.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

**2.3.3 - Ratio of students to mentor for academic and other related issues**

**2.3.3.1 - Number of mentors**

110

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The college prepares academic calendar every year in advance .The academic calendar covers duration of Physical classes, dates of internal examination and Semester examinations and the time when results will be published. The academic calendar is displayed in the website of the college and can be accessed through the link: <http://bhadrakcollege.nic.in/ac-20-21.pdf>

##### Preparation of Teaching Plan and Progress Register :

All the Heads of the departments prepare class time table, Lesson Plan and Class progress register. The class time table contains the allotment of time periods for different teachers referring to the guidelines of common minimum standard prescribed by the department of Higher education, Odisha . These time tables are shared among the students after getting approval from the principal .All the teachers are assigned classes on every working days. The teachers maintain a record of classes taken; the courses covered and present a detailed analysis of targets planned and targets achieved .The academic bursar of the college collects feedback from the students about the quality of the classes taken by the teachers and problems faced by the students if any by meeting them from class room to class room. The academic plans are made in advance and serve as guide for conducting sessions. The Principal and HODs check the progress of each course and ensures timely and effective completion of course in the specified time frame with perfect blend of practical and theoretical inputs.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

#### 2.4 - Teacher Profile and Quality

##### 2.4.1 - Number of full-time teachers against sanctioned posts during the year



39

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

#### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

23

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

39

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5 - Evaluation Process and Reforms

#### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

37

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

33

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The IT integration reforms in the examination procedure and processes have brought considerable improvement in the examination management system in a number of ways. The students download admit cards for the examination and check their result through the website. They can send their grievance through the system. During the pandemic the online examination was held through the website which allowed students to log in, download question when the exam started and upload the answer script within the stipulated time. Those who did successfully they got confirmation message otherwise they had been advised to send to the email of the controller of the examination within 10 minutes after the system logged out

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

### 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The Programme Outcomes (POs) and course outcomes (COs) are displayed in the website and communicated to the teachers and students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	<a href="http://bhadrakcollege.nic.in/course&amp;programmeoutcome.htm">http://bhadrakcollege.nic.in/course&amp;programmeoutcome.htm</a>

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The college is affiliated to Fakir Mohan University, Balasore, Odisha. All the programmes are designed by the department of Higher education, Govt of Odisha with regards to Undergraduate courses and by the FM University with regards to PG courses. The Programme outcomes are evaluated by Direct and Indirect method which involve both formative evaluation and summative evaluation. The direct method includes, Class tests by different teachers held departmentally, Internal examinations and Semester examinations held by the controller of examination in a fair manner. The internal examinations are evaluated by the teachers of the department while the papers of the semester examinations are evaluated by the teachers of other universities or college to bring transparency.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**2.6.3 - Pass Percentage of students**

**2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution**

1385

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink**

[nil](#)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Since the college runs no M Phil and PhD programmes , the research facilities are not updated . The research policy is made by the department of Higher education, Govt of Odisha. The faculties of different departments take up research activities at their own expenses. In the year 2020-2021 no faculties of the college are working as supervisor and co supervisor . So the research facilities find no scope for improvement.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

**3.1.2 - The institution provides seed money to its teachers for research**

**3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

**3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

**3.2 - Resource Mobilization for Research****3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded
3.2.3 - Number of teachers recognised as research guides	
0	
File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	No File Uploaded
3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year	
0	
File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded
3.3 - Innovation Ecosystem	
3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.	
Nil	

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded



**3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University****3.4.6.1 - h-index of Scopus during the year**

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

**3.5 - Consultancy****3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

**3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year**

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

.The College organizes several extension activities to sensitize students for their holistic development. Through Youth Red cross, the students learn to donate blood and learn the techniques of first Aid .The Girl students participate in self defence training programme to help them equip with the skills to protect themselves. Our focus with our 'Gender sensitization Program' is to create experienced and conscious communicators to engage with intersectional ties related to gender and communicate the message of 'Gender Equity' for creating a more equitable world..The NSS unit of the college tries to address the crucial issue of environmental pollution and what is the role as a responsible citizen to mitigate the problem. Besides awareness programs we are taking efforts to maintain a sustainable environment with plantation drive and appreciating connectedness with the environment and taking steps to revive local natural resources. Health is another focus area for us to make a strong nation. Physical and mental healths are the core areas we are working. Especially for girls,. Individual hygiene and taking responsibility of our family and society. The Youth Red Cross society organises several blood donation camps , Health awareness programmes and international Aids day to bring awareness among the students and faculties .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

0

File Description	Documents
Reports of the events organized	No File Uploaded
Any additional information	No File Uploaded

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

0

File Description	Documents
Reports of the events	No File Uploaded
Any additional information	No File Uploaded

## 3.7 - Collaboration

### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	No File Uploaded

### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

0

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	No File Uploaded
Any additional information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The college has campus area of about 27.40 acre . The college runs 28 numbers of UG programmes and 22 numbers of PG programmes in Arts, Science and Commerce. It has adequate number of classrooms for teaching College has good infrastructure facilities for conducting these programs.

The total number of classrooms in the college is 70. The classrooms have sufficient space as per the requirement of the class and are spacious, well-ventilated. Some classrooms are ICT enabled LCD projector , green board / white boards and CCTV cameras for security purpose. Platforms are used to have sufficient height for writing on the board and to have good reach towards students..Generators are used for continuous supply of electricity. Regular maintenance and cleaning of the classrooms as

well as the passage area is done so as to maintain the cleanliness and hygiene in the campus by many sweepers who are engaged by the college on daily wage basis and are called as DWL staff. Our classrooms are suitable for traditional chalk and duster teaching as well as for green board or white board with marker

. Demonstration practical for Computers and Mathematics are conducted in the classrooms first and then the actual practicals are taken in the laboratories in a batch wise manner.

Laboratory facilities:

Total number of laboratories in the college is 24 .

All the Laboratories are well equipped having good number of small instruments to give hands on experience to all the undergraduate students as well as high grade instruments for postgraduation. Fire extinguishers, first aid boxes and other safety aid are kept at easily accessible points. In Chemistry Laboratories fume hoods are present in each laboratory so as to avoid mixing of toxic and harmful fumes in laboratory environment and to protect the students and staff from the harmful effect. Wooden tables are used in chemistry Laboratories and antiskid tiles to avoid the accident. Separate preparation room is present in majority of laboratories. Recycling and reuse of solvents is done by Rota evaporator like instruments. An indigenous. The instruments which are worthy of mentioning in chemistry laboratories are :

Hot air oven, Digital Spectrophotometer, UV fluorescent Analyzer, UV visible Spectrophotometer, BOD incubator etc.

The Physics laboratory is equipped with a large number of apparatus and equipments for advanced practicals .The instruments which are worthy of mention are: Michelson interferometer, NanoFluid Interferometer, Ultrasonic Interferometer, Stefan Boltzmann constant kit, Forbidden energy gap kit, Heat capacity kit, BH loop , CRO , Malu's apparatus Plank's constant kit, Young's modulus apparatus etc .There is also a Darkroom facility. The physics laboratory also contains a computer lab for computer practicals .

The Language lab is equipped with all the required softwares and audio visual aid. Computer

Botany Lab has : Digital balance, Hot air oven , Centrifuge , Magnetic Stirrer are some of the important available in the botany

laboratories for students.

The Zoology lab has : Autoclave , laminar air flow, hot air oven, UV-vis spectrophotometer, PCR, incubator , microtome , centrifuge , haematocyte etc.

Zoology laboratory has a good collection of specimens, and facilities like insect rearing chambers and preservation chambers. Some of the systems used in the Laboratories are developed by staff and students. Psychology laboratory is designed with a facility of counselling cell and cubicles.. College has 141 computers -desktops and laptops and related accessories for teaching as well as for practical purposes. The college has 5 computer laboratories and one language laboratory. The college has three smart rooms well equipped with various teaching aids .The college has two students common rooms one for boys and the other for girls for interaction among the students in leisure and engage in some indoor game facilities.

The college has a Language lab for training in effective communication .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The college has all the necessary infrastructure and equipment to promote cultural activities, sports and games activities. There is an association called athletic association of the college. Two student representatives are elected every year as secretary and assistant secretary of the association.

1. One open Auditorium covering 20000 square ft. where all kinds of cultural programmes are held.
2. A conference hall with seating capacity of 500.
3. Two students common rooms one for boys and the other for girls for indoor games.
4. A Cemented basketball court with boards
5. A playground for football, hockey, Volleyball and cricket.

6. A gymnasium for physical fitness
7. Many open spaces for jogging and walking
8. One NCC offices (for Naval and Army)
9. One Bank office
10. One Post office
11. One dispensary
12. One Canteen

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

8

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

2537753

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college does not have any integrated library management System (ILMS) . It was using a library management software called Library manager 9.0 which has expired and not yet renewed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.2.2 - Institution has access to the following:**  
**e-journals e-ShodhSindhu Shodhganga**  
**Membership e-books Databases Remote**  
**access to e-resources**

E. None of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	No File Uploaded
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

44800

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

50



File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The IT policy is governed by the State Government of Odisha

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
4659	141

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

173482

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

Heads of the departments and other OICs request for Maintenance work to be done to the Principal. Principal then presents the proposal before the purchase committee or any other committee depending on the nature of work. The Principal assigns the work to the concerned personnel. Regular maintenance work in the college takes place immediately, while longer projects are executed during vacation. Physical Education department maintains the sports facilities and equipment in the college. Stock checking is carried out annually, and stock books are maintained by the different departments... Weeding of old books, binding, pest control and other maintenance measures are undertaken periodically. Some personnel on a daily wage basis maintain cleanliness and upkeep of physical infrastructure. The upkeep of the physical infrastructure and equipment's is done through contracts on required basis where required. The maintenance of electrical items is voluntarily carried out by competent non-teaching staff of the respective departments. Any major repair work is carried out by professionals from outside the college. The Principal and the College staff on the various committees for academic and administrative planning has resulted in enhancement and strengthening of infrastructure for excellent academics, research, co and extracurricular

**activities**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

3142

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of outgoing students who got placement during the year</b>	
11	
<b>File Description</b>	<b>Documents</b>
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
<b>5.2.2 - Number of outgoing students progressing to higher education</b>	
380	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	No File Uploaded
Any additional information	No File Uploaded
<b>5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year</b>	
<b>5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year</b>	
0	
<b>File Description</b>	<b>Documents</b>
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year</b>	
0	

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Every year, the College conducts Student Union elections. Representation is provided for students on Statutory Bodies such as the Internal Committee (for Prevention and prohibition of Sexual Harassment), Anti Ragging Committee and Grievances Committee. The representatives participate in committee meetings, deliberations and decision-making process and bring the much-needed students' perspective to the work in hand. The Student

Council helps in maintaining academic discipline and rigour. They are assigned special tasks during co-curricular, extra-curricular and sports activities. They also help in coordinating the Alumni and Current students' festival. Members of the Students Council perform a proactive role during Competitions related to Sports, Academics, Co-Curricular and Extra-Curricular activities such as Annual Sports Day, Annual Function, Cultural activities and Competitions, Annual NSS Winter Camp, NCC Republic Day Parade, Science Exhibition organized in the College. Besides this, Student Council Members as well as Student representatives take a lead, assist faculty members, help in coordinating and volunteer in several college level as well as departmental activities.

However, due to the 2nd phase of Covid19 pandemic the student union election for the academic session 2020-2021 has not been held.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded

#### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The alumni association of the college with registration number 811-77/97 (Bhadrak College Old Students Association) organises many memorial lectures of the different personalities connected with the foundation of the college, such as Dr. H. K. Mahatab memorial lecture, Narendra Prasad memorial lecture. It holds sports activities in the college play ground to encourage students and organises some competitions among students with rewards and recognition and helps college administration and contributes moral and financial support for the developmental activities of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

#### 5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

The governance of the institution rests on the Principal secretary

to the govt, director Higher education , Principal, different bursars ,head of the institutions and district administration at different stages .Sometimes orders come from the top and implemented whereas in other cases independent decision are taken at the college level in a democratic manner. Principal being the central pillar of the institution the entire administration revolves around him.At institutional level he is the commander of whole administration and commands cooperation, and support from every quarter in line with government rules and interest of the institution

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The college follows decentralization and participative functioning of the College which is reflected in the following manner. The head of the college .the Principal does not shoulder every responsibility of the college. For this purpose at the beginning of every academic session, different charges are distributed among the teaching staff. These committees formed take care of the different activities of the college taking the approval of the Principal. Participation of and members of each committee leads to smooth functioning of the administration, development in addition to academics. For example the

a) At the end of every academic year the Heads of different departments of the college prepare prospective workload for the next academic year on the basis of current student strength. The Head of the institution then seeks approval for the same from the Principal.

b) Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options and



conduct the counselling session if required. They verify the admission form and provide guidance to the students.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institution has faced hindrance in formulating the strategic plan due to the pandemic. Since the college focuses mainly on teaching and learning process and follows the guidelines issued by the state government, it has achieved little in many areas owing to the limitations and pandemic. However the perspective plan in some aspects has been fulfilled in some areas. The no. of teaching aids has increased .The syllabus have been completed in due time in both offline and online mode and the examination has been conducted as per the academic calendar and publication of result has been done in the right time. The online examination system has become successful.

In the areas of physical infrastructure , one hostel has been added and one academic building with large space is ready for functioning .In the areas of governance , more decentralisation of responsibilities has led to smooth functioning of many activities like e-admission, invigilation , conduction of examination, evaluation and publication of result. More focus has been given on students academic performance.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The college is headed by the Principal , the senior most teaching staff as per the date of joining in the service. He is assisted by the heads and members of several committees for different activities of the college.

Each committee discharges its responsibility as and when required taking the approval of the principal. The administrative bursar monitors the administration of the college, while the accounts bursar takes care of the financial works of the college. There is an Academic Bursar who takes care of the academic affairs and similarly the controller of examination looks after the timely and fair conduction of examination, evaluation and publication of result. The officer in charge of Admission (OIC) takes care of the admission process of students.

There are a number of committees for smooth functioning of the college.

These are; Academic planning committee, Purchase Committee, Residential committee, Examination Committee, Admission Committee, Anti-ragging Committee, Internal feedback committee, Anti sexual harassment cell, Student discipline committee etc. All these committees work in coordination with each other under the rules and procedures laid down by the government and the college for the smooth and effective functioning of the college.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

#### Welfare Schemes for Teaching and non-Teaching Staff:

The College encourages & motivates Teaching Staff for Orientation / Refresher / Short Term Courses/ Faculty Development courses. Non-Teaching staff are encouraged to participate in Professional Development Courses related to Administrative work and for which Duty leaves are sanctioned to the staff .

They are given opportunity to attend lectures /seminars on various issues like computer literacy, Health awareness, Yoga and meditation, Financial Management etc .

There is the provision of Group Insurance Scheme( GIS) . For the staff prior to 2005 there is Old age pension scheme while for those after 2005 there is National Pension Scheme (NPS) and Employee Provident Fund (EPF)

The College provides infrastructure facilities viz. Computers, Laptops, Desktops, Printers, Scanners & LCDs to all the departments for smooth functioning of day-to-day academic activities and for personal research of the Faculty members.

The staff get maternity leave, paternity leave etc as per the guidelines of Govt of Odisha during which they get full salary .There is a provision to take festival advance at the time of Duseherra .There are residential facilities for the staff inside the4 campus . Those who wish to stay without family in single occupancy there is a guest house called CHHAKADI BHAWAN .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

**6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)**

11

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

The Institution conducts both internal and external audit regularly. Internal audit is done by the Accounts Bursar of the College who is usually a senior faculty of the college on a daily or weekly basis. The External audit is done by the Auditors from Department of Higher Education and auditors from Accountant General, Odisha. They verify the cashbooks, daily collection register, Pass books, all vouchers pertaining to purchase of all essential items, comparative quotations, stock registers with bill no. and date, the items purchased etc. They also verify the resolutions of purchase committee and process of purchase of items.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

##### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

## 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The college raises funds through running some courses. Some of these courses run in self financing mode and other through PPP mode. There are three self financing courses which are M. Sc in Applied Physics, M. Sc in Applied chemistry , M. Sc in Microbiology .The courses which run through PPP mode are MBA, MJMC, MSW, MTHM , Master in Finance , BBA , Master in Computer Science , BCA . The college gets fund from IGNOU as it is one of its study centres for conduction of some courses and examinations. There is a Post office and a branch of Allahabad Bank inside the campus through which the college also gets some fund. The college acts as examination centre for some government and private competitive entrance examinations for which the college gets some fund .The alumni association and existing teaching and non teaching staff contribute some fund for the developmental activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC of the institution has been constantly working on the quality improvement in various areas. The Academic Calendar is prepared and uploaded on the institutional website. The time table lesson plan, progress register all are prepared in accordance with the guidelines of the common minimum standard maintained issued by the department of higher education to which the IQAC ensures whether implemented effectively or not .The IQAC has adopted quality improvement strategies in areas like curriculum development, teaching-learning, examination and evaluation.

## Practice-1 : e-governance

IQAC has focused on the implementation of e-governance in the areas like Planning, Administration, Finance and Accounts,

**Admission Process, Examination and Evaluation.**

. It ensures timely and effective completion of academic, co-curricular and extra-curricular activities. It advises up-to date maintenance of records of accounts section. Admission process is fully online and done through a dedicated web portal called SAMS (Student academic and management system), wherein students' data is saved and used by the college for further correspondence in all official and administrative work

The college encourages blended learning for this the teachers are encouraged to teach through ICT enabled classes , prepare e content for effective delivery and sharing of lecture notes in the form of soft and hard copies and posting in the college website.

. The College has created a Whatsapp group through which official communication is sent to each member. Online examinations are successfully conducted through a software farm smoothly and flawlessly. The College also displayed results of internal examination, semester examinations on the College Website.

**Practice-2 : Human Resource Development**

IQAC initiates Capacity Buidig Programmes for teaching and administrative staff throughout the year. For teaching faculty efforts are taken for enhancing knowledge from domain area. Awareness about research based padagogies is generated thorough workshops and interactive discussions. IQAC tries to involve extra mural support by roping in professional bodies. Training programmes on online teaching-learning process were conducted. In order to enhance performance and to imbibe ownership among administrative staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

**The IQAC has constituted a feedback committee which seeks feedback**

regularly from all stakeholders. Based on the feedback, an action is taken in the form of a communication to the concerned teachers and the teachers are suggested to conduct bridge courses, add-on courses and remedial courses and to use ICT based teaching methods to improve the teaching learning process. The teachers are encouraged to give emphasis to the slow learners as well as to the advanced learners by taking extra classes and extra care. The IQAC organises departmental presentations and discussion sessions to share and exchange the various teaching methodologies adopted. IQAC also organises training sessions for defining learning outcomes and also for its attainment. Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinises.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

D. Any 1 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	No File Uploaded
Upload any additional information	No File Uploaded



**INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

For the promotion of gender equity, the college celebrates international womens day on 8th march .In this occasion , the invited guests and the faculties of different departments speak on the issue of women empowerment and need for changing the mindset to remove the stereotypes towards women. 'Beti Bachao and Beti Padhao' Andolan an event is celebrated every year by taking a rally of students inside the campus and a talk on Ban of Female Foeticide is observed every year .The college waives the Income tax for the staff who show investment in Sukanya Yojna .There are adequate number of Girls Hostel for the girl students .Women staff are given maternity leave for 180 days during which they get full salary as before . There is an anti sexual harassment cell which address the grievance immediately based on the complain and investigation. For the girl students a self defence training is conducted every year to provide skills to protect themselves.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

D. Any 1of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

The biodegradable and non biodegradable wastes of the college are removed and taken care of by the municipality .The waste generated from respective departments are thrown into the dustbins put at

different places of the college. The Municipality van collects the garbages from the dustbins and takes action according to the type of wastes. Bio waste is segregated into dry, wet, sharp and stored in separate colour bags before being given to the Van.. Other scrap material like metal, wood, glass, etc is given to scrap dealers for recycling. Paper waste (Raddi) is also given for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

E. None of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

E. None of the above

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy undertaken by the institution

<p><b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3.Environment audit</b></li> <li><b>4.Clean and green campus recognitions/awards</b></li> <li><b>5.Beyond the campus environmental promotional activities</b></li> </ol>	E. None of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,</b></p>	D. Any 1of the above
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**reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	No File Uploaded
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

We have demographic diversity as the students admitted here hail from different socio-economic backgrounds and come from diverse regions having their own language preferences .Diversity is also seen in their financial background of the parents and guardians. There is zero tolerance towards discrimination of students on the basis of caste, religion , region and financial background .All the students and staff are given equal space and opportunity and every stakeholder is encouraged to to participate, explore, enhance and attain their full potential, ultimately making the campus an equitable place. In order to address this language diversity we have a Language Lab with software to familiarize students with spoken as well as academic English. Peer platforms and informal support groups are created to provide an inclusive space for students. Scholarships are offered by staff and alumni over and beyond to include students from weaker economic sections. This ensures that no student suffers due to lack of finances.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

The college organizes an Induction Program for the students and staff at the beginning of the Academic Year. The Induction Program

caters to introducing the staff and students to their rights and responsibilities. Ethical practices and responsible behaviours expected from the staff and students are conveyed in the induction. The Constitution Day, National Voters Day, Fundamental Duties Day are some days of significance that are commemorated every year by the college. The Preamble, Pledge and certain sections of the Constitution are displayed in classrooms, departments and around the campus. In keeping with the Constitutional Responsibility of preserving and caring for the Environment, college organizes activities with themes surrounding Environmental concerns.. All mandatory committees like Internal Complaints Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning. There is also a committee appointed to plan and execute activities to familiarize and implement code of conduct and ethical behaviour.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

In a given academic year the college commemorates many days of significance with lot of enthusiasm. Birth and Death Anniversaries of prominent figures are commemorated. Some invited guests and experts speak on this occasion. In this context the college observes national days like Independence Day and Republic Day which are marked by mandatory hoisting of the flag and speech delivered by the principal of our college in a large gathering. Netaji Jayanti is celebrated on 23rd January in the honour of Subash Chandra Bose to remember his immense contributions for the freedom of our country. Dr. BR Ambedkar Jayanti is celebrated every year on 14th April during which prominent speakers address the staff members of various aspects of the life of Dr. Ambedkar , the architect of our constitution. Gandhi Jayanti is an occasion that is commemorated by the college by organising a talk for the staff members as an opportunity of getting to know the principles of our father of our nation. Faculty of the college are usually resource persons for these events. Some other days of importance where both students and teachers gather to celebrate the events are : National Integration day, Aids Awareness day, World environment Day, National Education Day, National Youth Day ,International Women's Day, Teachers Day and National Constitution Day.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1. Regular blood donation camp through staff and student volunteers. The noble initiative is emerging rock solid year after year to meet medical exigencies of local people and neighbouring regions.
2. Honouring and felicitating students and staff for outstanding performance/achievement.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

## 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- Largest Government Autonomous College in the state of Odisha
- The only Government Autonomous College in the state offering maximum number of undergraduate and postgraduate programmes.
- Offers highest number of professional courses in Northern Odisha

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. To encourage teachers for ICT enabled classes and adopt blended learning
2. To encourage students to join in internships /projects /workshops in different industries and organisations
3. To send students for study tour and exposure visits .
4. To have more industry academic interface so that there is more corporate participation in ac
5. To implant Lecture captivating system in the institution for the purpose of blended learning
5. Conducting programmes to encourage and support students to become entrepreneurs.
6. Conducting activities to hone the creative skills of students and provide a platform to disp creativity
7. To take Initiatives for an ecofriendly learning space and green environment
8. Conducting student focused academic and skills development activities
9. To conduct two International Conferences one on SCIENCE and the other arts and humanities
10. The institution plans to focus more on Research and Development in the next Academic year b increasing the publications of faculty and also motivating students community to write research
11. To apply for NBA accreditation for all programmes under Tier-1.
12. To extend the NEP 2020 implmentation to Second year