THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

ACADEMIC YEAR 2013-14

Name of the Institution: **GUNUPUR (DEGREE) COLLEGE,   GUNUPUR**

DIST- RAYAGADA, (ODISHA)

PIN:- 765022

Period of Report: -   **01- JULY- 2013 TO 30- JUN- 2014**

Submitted to the "NAAC" , Bangalore, Karnataka

(National Assessment and Accreditation Council)

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> GUNUPUR COLLEGE, GUNUPUR

1.2 Address Line 1

> AT- GUNUPUR, POST- GUNUPUR
> DIST- RAYAGADA

Address Line 2

City/Town

> GUNUPUR

State

> ODISHA

Pin Code

> 765022

Institution e-mail address

> gunupurcollegegunupur@gmail.com

Contact Nos.

> 06857- 250069

Name of the Head of the Institution:

> SRI V.KODANDA RAO

Tel. No. with STD Code:

> 06857- 250069

Mobile:

> 9778606077

Name of the IQAC Co-ordinator:

GANESWAR SATAPATHY

Mobile:

09437783189

IQAC e-mail address:

gunupurcollegegunupur@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

ORCOGN 13416

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

MARCH 31, 2007/345

1.5 Website address:

www.gunupurdegreecollege.com

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B^{+}	780/1000	2007	5 Years
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY

20/07/2012

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

2013-14

Revised Guidelines of IQAC and submission of AQAR

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

   i. AQAR _____ _____ (DD/MM/YYYY)4

   ii. AQAR_____07/07/2015_____ _____ (DD/MM/YYYY)

   iii. AQAR_____07/07/2015_____ _____ (DD/MM/YYYY)

   iv. AQAR_____07/07/2015_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ☑

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

               Urban ☐   Rural ☑   Tribal ☑

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

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

1.11 Type of Faculty/Programme

Arts ☑   Science ☑   Commerce ☑   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others (Specify)   Nil

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

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

Autonomy by State/Central Govt. / University [   ]

University with Potential for Excellence [   ]   UGC-CPE [   ]

DST Star Scheme [   ]   UGC-CE [   ]

UGC-Special Assistance Programme [   ]   DST-FIST [   ]

UGC-Innovative PG programmes [   ]   any other (*Specify*) [   ]

UGC-COP Programmes [   ]

2. IQAC Composition and Activities

2.1 No. of Teachers [07]

2.2 No. of Administrative/Technical staff [   ]

2.3 No. of students [   ]

2.4 No. of Management representatives [   ]

2.5 No. of Alumni [   ]

2. 6 No. of any other stakeholder and

Community representatives [   ]

2.7 No. of Employers/ Industrialists [   ]

2.8 No. of other External Experts [   ]

2.9 Total No. of members [07]

2.10 No. of IQAC meetings held   04(with Committee Members)

2.11 No. of meetings with various stakeholders: No. [4]   Faculty [1]

Non-Teaching Staff Students [1]   Alumni [1]   Others [1]   with Parents

& Media Person

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

   If yes, mention the amount [   ]

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. [1]   International [   ]   National [   ]   State [   ]   Institution Level [1]

   (ii) Themes [Recent trends in higher education and importance of general education]

2.14 Significant Activities and contributions made by IQAC

   The cell organised orientation programme for academic and administrative staff. Further, in the beginning of the academic session, meetings with student and staff are conducted to identify the concern of the student to enhance the quality of education .

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1.Academic Audit of Teachers	Executed
2.Continue Evaluation	Executed
3.Work Audit of Non-Teaching Staff	Executed

   * *Attach the Academic Calendar of the year as Annexure.* Annexure –I is attached for reference

GUNUPUR COLLEGE, GUNUPUR
HOLIDAY LIST FOR THE ACADEMIC SESSION 2013-14

DATE	DAY	FESTIVAL	NO OF DAY(S)
09.05.2013 to 16.06.2013	Thursday to Sunday	Summer Vacation	33
10.07.2013	Wednesday	Ratha Yatra	01
18.07.2013	Thursday	Bahuda Yatra	01
09.08.2013	Friday	Id-Ul-Fitre	01
15.08.2013	Thursday	Independence Day	01
20.08.2013	Tuesday	Rakhipurnima	01

28.08.2013	Wednesday	Janmastami	01
09.09.2013	Monday	Sri- Ganesh Puja	01
10.09.2013	Tuesday	Nuakhai	01
02.10.2013	Wednesday	Gandhi & Shastri Jayanti	01
04.10.2013	Friday	Mahalaya Amabasya	01
11.10.2013 to 18.10.2013	Friday to Friday	Puja Holidays	07
19.10.2013	saturday	Day following Kumar Purnima	01
02.11.2013	Saturday	Deepavali & Kali Puja	01
06.11.2013	Wednesday	Naga Chauthi	01
11.11.2013	Monday	Last Monday of Kartika	01
14.11.2013	Thursday	Moharrum	01
18.11.2013	Monday	Chadakhai	01
26.11.2013	Tuesday	Prathamastami	01
12.12.2013	Thursday	Last Thursday of Margasira	01
25.12.2013	Wednesday	X-Mass Day	01
01.01.2014	Wednesday	New Years Day	01
10.01.2014	Friday	Samba Dasami	01
14.01.2014	Tuesday	Makar Sankranti	01
15.01.2014	Wednesday	Pongal	01
23.01.2014	Thursday	Netaji Jayanti	01
04.02.2014	Tuesday	Saraswati Puja	01
27.02.2014	Thursday	Maha Sivaratri	01
05.03.2014	Wednesday	Panchayat Raj Divas	01
17.03.2014	Monday	Holi	01
01.04.2014	Tuesday	Utkal Divas	01

Revised Guidelines of IQAC and submission of AQAR

08.04.2014	Tuesday	Shree Ram Navami	01
14.04.2014	Monday	Maha Visuva Sankranti / Dr. B.R.Ambedkar Jayanti	01
18.04.2014	Friday	Good Friday	01
09.05.2014 to 18.06.2014	Friday to Wednesday	Summer Vacation	**35 excluding 6 Sundays**

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

AQAR has been Approved by the Governing Body of the college. The body encouraged teachers for research activities, participation in seminars, work - shops and refresher courses. The body has stressed for the presentation and publication of research articles by the Faculty members for academic excellence. Further the body suggested to conduct National Seminars & undertake minor & major research projects . For Non- Teaching Staff members (Class III employees) computer learning

Part – B

Criterion – I
1. Curricular Aspects

1.1   Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	BA,BSc,B.Com			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	03			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
   (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	√ As per the Curriculum of Berhampur University to which the college is affiliated

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

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

Please provide an analysis of the feedback in the Annexure   - The feedback is given in the Annexure
A well conceptualised feedback system involving students , Parents, Stack Holders , Alumni provides good understanding of ground realities which helps to frame programme , planning and implementation. Recommendation of Governing Body , Statutory Bodies , Academic Audit Committee are considered .

         Teaching excellence is also enhanced through structured feedback system that evaluated teacher effectiveness in every course . In addition to formal feedback , Individual faculty members also obtain informal feedback from Parents , Stack Holders & Alumni .

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

> The college has to adopt the University Syllabus and the university revises the syllabus from time to time.

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

> Not Applicable

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
19	12	07	-	

2.2 No. of permanent faculty with Ph.D.   05

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
05			01					05	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

04		Nil		04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers		-	
Resource Persons			-

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

> Weekly Seminars are made compulsory for every students during the session. The Programme for weekly seminar is mentioned in the college routine and notified to the students accordingly . Extra mural talks are given by the teachers on every Saturday in evening hours

2.7 Total No. of actual teaching days

during this academic year

180

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

> Class Test , Test Exam are conducted for the students before they go for University Examinations .

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

11		

as member of Board of Study/Faculty/Curriculum Development workshop (The faculty members attend Board of Study meeting of Berhampur University and other near by Autonomous Colleges

2.10 Average percentage of attendance of students

81%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	105	40(includes 1st,2nd &pass)	29	20	33	82
B.Sc.	75	70(includes 1st,2nd &pass)	56	06	28	90
B.Com.	42	07(includes 1st,2nd &pass)	05	13	40	58

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

Review meetings by HOD & Principal are held periodically to know the course progress of different departments.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	23	-	10
Technical Staff	09	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes faculty members to register themselves for higher qualifications like M.Phil. and PhD Degrees. Special leave are sanctioned for course work , conferences and seminar .

3.2   Details regarding major projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

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

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

3.7 No. of books published i) With ISBN No. [   ] Chapters in Edited Books [   ]

ii) Without ISBN No. [   ] Chapters in Edited Books [   ]

3.8 No. of University Departments receiving funds from

UGC-SAP [   ]   CAS [   ]   DST-FIST [   ]

DPE [   ]   DBT Scheme/funds [   ]

3.9 For colleges   Autonomy [   ]   CPE [   ]   DBT Star Scheme [   ]

INSPIRE [   ]   CE [   ]   Any Other (specify) [   ]

3.10 Revenue generated through consultancy [   ]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					1
Sponsoring agencies					Staff Association

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

3.13 No. of collaborations   International [   ]   National [   ]   Any other [   ]

3.14 No. of linkages created during this year [   ]

3.15 Total budget for research for current year in lakhs :

From Funding agency [   ]   From Management of University/College [   ]

Total [   ]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

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

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

JRF   SRF   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   State level   07

National level   02   International level

3.22 No. of students participated in NCC events:

University level   State level   73

National level   International level
        20

3.23 No. of Awards won in NSS:

University level   State level

National level   International level

3.24 No. of Awards won in NCC:

University level   State level

National level   International level
        01

3.25 No. of Extension activities organized

University forum [ ]   College forum [√]

NCC [1]   NSS [8]   Any other [ ]

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

- Activities like Blood Donation camp, College Beautification , Plantation in the adopted village and also in the college are organised

- NCC Cadets of the college were on volunteer duty during the district level cultural festival, CHAITI and sub division level cultural festival ''IDTAL''

- NSS Volunteers served during the conduct of district level cultural festival, CHAITI and sub division level cultural festival ''IDTAL'' and 'BASANTA MOHASTHAVA'' the local cultural festival.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.47Ac	-	-	4.47Ac
Class rooms	15593.40sqft	-	-	15593.40sqft
Laboratories	5754.12sqft			5754.12sqft
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others (Library)	2088.10sqft			2088.10sqft

4.2 Computerization of administration and library

Computerisation of admission of the students exists. It is proposed to have computerisation of library and office in near future.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17330	3,81,260	-		17330	3,81,260
Reference Books	489	1,07,580	-		489	1,07,580
e-Books						
Journals	40		-		40	
e-Journals						
Digital Database						
CD & Video						
Others (specify)(Daily Newspaper)	11				11	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others Library
Existing	06	-	02	-	-	02		02
Added				-	-		-	-
Total	06		02	-	-	02	-	02

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

> Computer Training and Inter Access are given to teacher and employees of the college .
> Further computer training to students is given in ORICOM which has its tie-up with Govt.
> of Odisha and the college.

4.6 Amount spent on maintenance in lakhs :

i) ICT — 33656.00

ii) Campus Infrastructure and facilities — 104779.00

iii) Equipments — Nil

iv) Others — 1,70,000

Total : 3,08,435

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Scholarship is given to SC/ST , meritorious students. SC/ST students staying in college hostel are given stipend. Remedial coaching for English and general awareness classes are included in the college time-table.

5.2 Efforts made by the institution for tracking the progression

> Result, evaluation and placement of students are assessed Personal guidance on both academic and non- academic matters are given to the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
780	-	-	-

(b) No. of students outside the state

08

(c) No. of international students

-

Men

No	%
528	67.7

Women

No	%
252	32.3

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
439	91	237	35	00	802	450	87	217	25	01	780

 Demand ratio **Since common admission procedure for the entire State (e-Admission) is follow so it is not possible to estimate the demand ratio.**   Dropout %(less than 1%)

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

-

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

NET ☐ SET/SLET ☐ GATE ☐ CAT ☐

IAS/IPS etc ☐ State PSC ☐ UPSC ☐ Others ☐

5.6 Details of student counselling and career guidance

> The Student Counselling Centre extends counselling assistance to students with psychological, academic and social concerns . These services are provided on appointments that seek to enable students to function effectively and improve their wellness quotient. The centre also conducts workshops for staff and students on counselling .
>
> The Career Guidance Cell (CGC) provides comprehensive services in the area of training , options regarding higher studies, internships and full-time placements for students . This cell invites the near by companies / Organisations like J.K.Paper Mills Ltd. , Vedanta Alumina for interactive session with students to develop skills . Further the cell takes care of be campus placement of the students.
>
> This year Gandhi Group of Management Studies was invited to train the students for skill development programmes .

No. of students benefitted   02

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	-	-	02

5.8 Details of gender sensitization programmes

> Self defence training for girls is made compulsory and is imparted in the college. Three girls students have already been trained as master trainers to train the other girl students of the college and its near by colleges .

5.9 Students Activities

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

State/ University level 03 National level ☐ International level ☐

No. of students participated in cultural events

State/ University level ☐ National level ☐ International level ☐

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

Sports: State/ University level [   ] National level [   ] International level [   ]

Cultural: State/ University level [   ] National level [   ] International level [   ]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	
Financial support from government	SC & ST scholarship 252	The amount is paid by the Govt. of Odisha and is directly credited to the Bank accounts of the student concerned
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level [   ]   National level [   ]   International level [   ]

Exhibition: State/ University level [   ]   National level [   ]   International level [   ]

5.12   No. of social initiatives undertaken by the students [   ]

5.13 Major grievances of students (if any) redressed: The College has a grievance redressal cell which looks after the grievances made by the students from time to time.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision – To promote qualitative , value based application oriented course to cope with the changes of modern time for the betterment of students and society .
Mission - To give qualitative education , building noble character and preparing the learners to serve society.

6.2 Does the Institution has a management Information System

The management information system is working. Suggestions given by Governing Body, Finance committee and higher authorities are implemented by various administrative officers of the college under the supervision of the Principal. The heads of the departments ensure smooth functioning of these activities.

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

6.3.1   Curriculum Development

10 faculty members are in Board of Studies in the university and Auto college and the subject allocation to teachers are as per their specialisation.

6.3.2   Teaching and Learning

Feedback, Remedial classes, well stocked library, seminars, group discussion, field visits, study tour, Exhibitions.

6.3.3   Examination and Evaluation

Continuous evaluation of the academic standard of students by conducting monthly class test, Assignments and project work.

6.3.4   Research and Development

Students are encouraged to prepare different projects

6.3.5   Library, ICT and physical infrastructure / instrumentation

Library is well equipped with text books, reference books, journals and Newspapers and is attached with a reading room.

6.3.6   Human Resource Management

Various leaves,   increments, evaluation through CCR, Leave for staff for different trainings

6.3.7   Faculty and Staff recruitment

Depends on Govt. Policy. But management recruits ad-hoc faculty /Contractual Staff as per the requirement.

6.3.8 Industry Interaction / Collaboration

Departments like IRPM, Commerce, Chemistry and Physics are in regular touch with nearby industries .

6.3.9 Admission of Students

E-Admission (Online) procedure is followed as per State Govt. Rules for admission into 1st year Degree Classes in the beginning of the academic session on the basis of the merit list supplied by the State Govt. Due weightage is given to the students having NCC, Excellence in Sports and Games , Physically challenged , seats are reserved for SC & ST students as per Govt. norms .

6.4 Welfare schemes for	Teaching	The college runs a co-operative store with students and staff as its members. The students and staff are availing the facilities of purchasing items like Records, Note Books , White Paper , Geometrical Instruments , Dissection Box and other academic related materials .Student safety insurance and teaching and non teaching staff insurance is compulsory. Employees are availing the Provident fund facility .
	Non teaching	
	Students	

6.5 Total corpus fund generated

Existing   Rs.5106371.00
Generated Rs. 130415.00

Total   **Rs. 5236786.00**

6.6 Whether annual financial audit has been done   Yes [√]   No [ ]

Financial Audit of the college is done by the local –fund Auditors appointed by the finance department of Govt. of Odisha.

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	R.D. and DLC appointed by Govt. of Odisha	yes	By the Principal of the college
Administrative	yes	-do-	yes	-do-

6.8 Does the University/ Autonomous College declares results within 30 days? Not Applicable

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [ ]   No [ ]

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

> The University makes necessary examination reforms from time to time and the college has to act accordingly.

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

> Not Applicable

6.11 Activities and support from the Alumni Association

> Annual meetings with the alumni are held at least once in a year where sharing of knowledge , experience and suggestion takes place. A fund has been generated with the financial support of the alumni for the development of the college.

6.12 Activities and support from the Parent – Teacher Association

> Parent – Teacher meetings are held in the beginning of every academic session, Where parents feedback are invited .

6.13 Development programmes for support staff

> Computer training is given to all staff members . Yoga Classes are conducted in the morning session for students and staff . Picnic parties and get to gather are arranged for staff and students by different departments .

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

> Periodic campus cleaning by students and staff are done. Plantation programmes are undertaken to make the campus green. Restrictions are imposed on the use of Polythene , Plastic and other non –biodegradable materials inside the campus. Programmes are conducted by NSS Volunteers to sensitise students

Criterion – VII

7. Innovations and Best Practices

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

> Women grievance cell is functioning in the college and is looking after the safety and security of lady students and staff . Academic and Administrative Audit of the college are done

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

> Action is taken as per the plan . Training Programmes / capacity building sessions are
> conducted for faculty members and non teaching staff of the college. Academic
> tie-ups with other institutions are made.

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

> 1. Enhancement of the communication skill in English
>
> To help the students who lack the required competency in English & to improve their proficiency and enhance communication in English and to understand the core disciplines , programmes are initiated .
>
> Informal   interactive teaching methods are creatively used for students by teachers . The impact of this programme extends beyond academics and has created a sense of togetherness, mutual understanding and has narrowed the gap between the different sections of the students   in the campus
>
> 2. Practises for social changes.
> The students of the institution are actively involved for bringing out social changes in the nearby villages and also in the locality. Activities like Literacy drive , Environment awareness, health awareness are initiated . Meetings with the public are conducted to sensitise the public . Rallies & Processions are conducted on AIDS awareness , Road Safety , Use of Polythene , abuse of Alcohol and Drugs .

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

7.4 Contribution to environmental awareness / protection

> 1. Rain water harvesting
>
> 2. Plantation to make the campus green

7.5 Whether environmental audit was conducted?   Yes √   No ☐

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

STRENGTHS	WEAKNESS
- A holistic educational experience - Highly qualified faculty, committed to student welfare - Support programmes for slow learners - A large number of scholarships disbursed to students from marginalized and economically deprived section including ST & SC - Excellent library facilities - Strong, inclusive, value based education offered to students - Several opportunities for students to develop and enhance their creative potential and individual talent. - Strong support staff	Few teachers are involved in research activities , major research project and minor research project, because of heavy workload in the departments.
Opportunities	Challenges
Potential for leadership role through consultancy and knowledge exchange	Delay in Govt. approval for filling up the vacancies

8. Plans of institution for next year

1. Laboratories to be equipped with new equipment's.
2. New Class Rooms to be constructed .
3. More Seminars and conferences to be conducted.
4. Collaboration with institution and industries to be initiated .

Name : *GANESWAR SATAPATHY*   *Name : SUNKURU LOKANATH*

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Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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