



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	GUNUPUR COLLEGE , GUNUPUR
Name of the head of the Institution	SRI MOHAN CHANDRA SAHU
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06857250069
Mobile no.	9437581969
Registered Email	gunupurcollegegunupur@gmail.com
Alternate Email	iqacgunupurcollegegunupur@gmail.com
Address	GUNUPUR, DIST- RAYAGADA, ODISHA PIN-765022
City/Town	GUNUPUR
State/UT	Orissa
Pincode	765022

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			Self financed and grant-in-aid																						
Name of the IQAC co-ordinator/Director			SRI GANESWAR SATAPATHY																						
Phone no/Alternate Phone no.			06857250069																						
Mobile no.			9437783189																						
Registered Email			iqacgunupurcollegegunupur@gmail.com																						
Alternate Email			gunupurcollegegunupur@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://gunupurcollege.org/wp-content/uploads/2022/03/AQAR-GC-2016-17-Revised-28th-mar-22.pdf																						
4. Whether Academic Calendar prepared during the year			No																						
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>78.00</td> <td>2007</td> <td>31-Mar-2007</td> <td>30-Mar-2012</td> </tr> <tr> <td>3</td> <td>B</td> <td>2.63</td> <td>2016</td> <td>25-May-2016</td> <td>24-May-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B+	78.00	2007	31-Mar-2007	30-Mar-2012	3	B	2.63	2016	25-May-2016	24-May-2021
Cycle	Grade	CGPA	Year of Accreditation	Validity																					
				Period From	Period To																				
1	B+	78.00	2007	31-Mar-2007	30-Mar-2012																				
3	B	2.63	2016	25-May-2016	24-May-2021																				
6. Date of Establishment of IQAC			20-Jul-2012																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Data Entered/Not Applicable!!!</td> </tr> <tr> <td colspan="3">No Files Uploaded !!!</td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	No Data Entered/Not Applicable!!!			No Files Uploaded !!!										
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																							
No Data Entered/Not Applicable!!!																									
No Files Uploaded !!!																									

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA	UGC	2017 365	7500000
Institution	Lab equipment	State Government	2017 365	400000
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Purchase of Lab equipment.

Purchase of sports equipments and extension of Gymnasium

Purchase of Library books (as per CBCS syllabus)

MoU with OHEPEE

Approval for functioning of OSOU study center

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
MoU with OHEPEE	MoU signed on 20th March 2018 Obtained approval vide letter no. OSOU/2017/1009 dated 28/10/2017
Opening up of a study center of OSOU in the Institution	Obtained approval vide letter no. OSOU/2017/1009 dated 28/10/2017
Purchase of Library books (as per CBCS syllabus)	Purchased around 900 books.
Purchase of sports equipment and extension of Gymnasium	Purchased sports equipment worth Rs.5,35,773/-
Purchase of Lab equipment.	Purchased lab equipment worth around Rs.8 lakhs
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	20-Apr-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The institute is successfully using MIS for smooth functioning of College administration. The operational modules are as follows: ? HRMS (Human Resources Management System) for maintaining the database of its staff members, both teaching and nonteaching. ? SAMS (Students Academic Management System) for admission of students into various departments. ? CAPA (College Accounting Procedure Automation) to keep track of all the matters related to Accounts ? IFMS (Integrated Financial Management System) to meet regular and ongoing maintenance cost as repair and supplies. It also facilitates the disbursement of salary.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college follows the academic calendar designed by Berhampur university as the institution is an affiliated one . The college prepares the time table for the students much before the commencement of classes for each and every semester and the distribution of papers of any particular subject is done by the HOD' s of the concerned departments in consultation with the colleagues of the department . The faculty members prepare their own lesssion plan as per the academic calendar of the university keeping in view of the completion of the syllabus much before the commencement of the concerned end semester Examinations. The academic progress of each and every department is viewed by the Principal at the end of every month.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	ENGLISH HONOURS	10/06/2019
BA	ODIA HONOURS	10/06/2019
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	BOT, CHE, MATH, PHY, ZOO, REG	01/07/2016
BA	ECO,EDU,HIST,IRPM, POL SC	01/07/2016
BA	English, Odia	01/07/2017
BCom	ACCOUNTING HONOURS AND REGULAR	01/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	IRPM	40
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback is collected, analysed and actions are taken as per need and feasibility

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics	32	147	27
BA	Education	64	363	66
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1320	Nil	30	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
30	22	Nil	Nil	Nil	Nil
No file uploaded.					

No file uploaded.

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NO

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1320	30	1:44

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
37	30	7	2	9

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	3RD YEAR	21/03/2018	09/06/2018
BSc	Nill	3RD YEAR	21/03/2018	09/06/2018
BCom	Nill	3RD YEAR	21/03/2018	09/06/2018
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Student performance in the Mid semester examination and different class tests are studied carefully and accordingly steps are taken for better performance of the students

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Institute follows the academic calender provided by DHE, Odisha and Berhampur University.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://gunupurcollege.org/program-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
EDU	BA	Education	55	47	85.45
HIS	BA	History	44	38	86.36
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NA

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
0	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NA	Nill	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NA	Nill
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Nill	0	0	Nill
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nill	Nill	Nill	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Nill	Nill	Nill	Nill	Nill
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
0	0	Nill	Nill
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nill
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
0	0	0	Nill	Nill
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Nill	Nill	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
OSOU	28/10/2017	Study Center	Nill
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NA	Nil	NA	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19385	909838	854	300525	20239	1210363
Reference Books	489	107580	Nil	Nil	489	107580
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	43	0	0	0	37	6	0	2	0
Added	8	0	0	0	0	0	0	0	0
Total	51	0	0	0	37	6	0	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	Nil	0	517633

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Just before the summer vacation / winter break the physical cleaning of the library room , Almirahs , Racks and all other articles are done . The intention is to keep the library books well protected from any sort of the damage . Beside this , Anti insecticide treatments are also done in case of necessity. The electrical connections of the entire campus building are also checked regularly by the mechanic of the college . Optimum use of the laboratories are also done . Computer centre is also well maintained by the concerned staff .

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	POST MATRIC SCHOLARSHIP FOR SC/ST/OBC/SEBC	631	1519408
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Nil	Nil	Nil	0
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	0	0	0	0
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
50th Inter college Athletic meet 2017-18	Inter College	8
Inter college Cricket tournament (Boys) held at SMIT , Ankushpur	INTER COLLEGE	17
Annual Athletic meet	Intra college	67
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students Union is the parent Body under which the sister associations such as dramatic association , Athletic Association , DSA Common Room Association , Literary Association , Science Association, Humanities Association Commerce Association conduct different activities to explore the hidden talents of the students . These student bodies suggest and give opinions on different academic and administrative issues faced by the students . IQAC has a student as one of its committee members to represent different student issues and suggest for overall development .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Different committees formed to take care of different academic as well as administrative affairs such as admission committee , examinations committee, anti ragging cell and anti sexual harassment cell . IQAC takes care of the quality matters . Admission committee looks after the entire admission process , issue of clc and migration certificate etc. The examination committee takes care of all matters related to examination which includes filling up of forms for the end semester exam , conduct of mid-sem test , issue of registration slip , evaluation of Mid-Sem test and conduct of end semester examinations . Other committee like anti ragging cell, Disiplinary committee , RTI Cell , Grievance redressal cell etc. perform the related duties coming under their purview.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admissions of students are done through Student Academic Management System (SAMS) which is designed and maintained by Orissa Computer Application Centre (OCAC) which is under the IT department of Govt. of Odisha. The students selected in the above process take admission in the respective communicated courses . Honours subjects are allotted to the students on the basis of the merit and the merit list prepared by SAMS is communicated to the college .
Industry Interaction / Collaboration	Students of the college visit to the nearby industries for internship and field study as a part of their

	curriculum . Further students are required to prepare a note of the visit and submit the same to the concerned department as a part of their project work.
Human Resource Management	To maximize the performance of the employees , duties are distributed among the employees at the beginning of each session . They are trained through different training programmes sponsored by the Govt.
Library, ICT and Physical Infrastructure / Instrumentation	Library is setup in the central part of the institution . It is well cleaned and well ventilated. A Reading room is attached to it which is beneficial for both students and staffs
Examination and Evaluation	Exams are conducted in a fair way under CCTV surveillance following the university norms . After evaluation the students are informed about the performance and suggestions given to improve their performance
Teaching and Learning	Course distribution is done much before the commencement of classes .Lesson plans are prepared accordingly keeping in view of the academic calendar prepared by the university
Curriculum Development	The affiliating University develops its own curriculum which is followed by the college.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	All Financial transections are done through integrated financial management system IFMS and the college accounting procedure automation (CAPA) .
Student Admission and Support	Students admission , scholarship , issue of CLC etc are done by Students Academic Management System (SAMS) which is developed by Govt. of Odisha. Eligible students get financial benefit from the Govt. and in the amount is credited to their bank accounts .
Examination	E-Governance is implemented for the examination related matters (Starting from the filling up of forms to the publication of results) through a special module developed by the affiliating university for the said purpose.
Planning and Development	The modules IFMS , HRMS are helpful in planning and development purposes .

Administration

HRMS, PIMS are the modules used for processing informations of all employees of the institution .

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NA	NA	NA	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NA	NA	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NA	Nill	Nill	Nill	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	Nil

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The financial transaction of the institution are audited internally by the Accounts Bursar and the Principal. Further the same is a also audited by the authority deputed by the Govt. The deputed authorities visit the college periodically for audit .

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	PRINCIPAL
Administrative	No	Nill	Yes	PRINCIPAL

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NA

6.5.3 – Development programmes for support staff (at least three)

nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Opening of new Honours subjects, 2. Procurement of books as per CBCS syllabus 3. Steps taken for infrastructure development
--

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	Nill	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Polythene Free Campus 2. Plantation program

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Campus cleaning and vermi composting Sensitization programs on plastic free environment

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Self Defence Training for Girls :- Objectives :- 1. To Empower Girls students . 2. To instill self confidence. 3. To make them defend against physical assaults. Context :- As crime against women is increasing day by day and the villages in the locality are too much isolated, the girls students donot feel secure and

safe to move . This programme gives a boost to their self confidence to face any kind of unwarranted situation . 1. Self Defence Training was imparted to the girls students of the college in four different groups each group consisting of 30 girls students . The training was given to them in the college campus for one hour daily in morning hours . The programme is a two week long programme from 15.03.2018 to 28.03.2018 .100 nos of girls students have successfully completed the training .The master trainers engaged for this purpose are previously trained . After successful completion of the training , certificates were awarded to them. Besides this each and every student was paid with Rs.120/- (Rupees One Hundred Twenty)only towards their tiffin allowance . AS per the state Govt. guidelines . 2. Digital platforms are used for serving notices to the staff which reduces the paper consumption .Further to minimize the wastage of paper , one side papers are used for issuing notices to the students and staff.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institution is located in a remote area of undivided KBK district of Odisha which is mostly dominated by the tribal people . The institution has a good reputation in Berhampur University so for the performance of the students in the examination is concerned . Not even a single instance of ragging is observed till date indicating the brotherhood among the students . It is a method of pride for the institution that the students give enough respect to the opposite gender for which the girls students feel comfortable . Year after year the demand for the admission goes on increasing indicating the reputation of college.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. Opening of Computer Science honours in Physical Science Stream. 2. Procurement of library books strictly according to CBCS syllabus. 3. Purchase of Science Laboratory equipment. 4. 3 Phase Power Supply connection to the college. 5. Installation of CC TV camera in the class rooms and college premises