



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GUNUPUR COLLEGE , GUNUPUR
Name of the head of the Institution	Dr. Bamadebo Misra
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 Code-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 AMIYA RANJAN MOHANTY																						
Phone no/Alternate Phone no.			06857250069																						
Mobile no.			9437275623																						
Registered Email			gunupurcollegegunupur@gmail.com																						
Alternate Email			iqacgunupurcollegegunupur@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://gunupurcollege.org/wp-content/uploads/2021/12/aqar_report-2018-19-submitted.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>2</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	2	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																				
2	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>Meeting of IQAC with nonteaching staffs</td> <td>15-Feb-2020 1</td> <td>32</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	Meeting of IQAC with nonteaching staffs	15-Feb-2020 1	32											
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																							
Meeting of IQAC with nonteaching staffs	15-Feb-2020 1	32																							

Meeting of IQAC with students	14-Feb-2020 1	154
Career Counselling Programme	03-Jan-2020 1	132
Sensitization program on ill effects of tobacco	15-Feb-2020 1	134
Remote area lecture Series	23-Jul-2019 1	125
View File		

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
Nil	Nil	Nil	2020 0	0
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)

1.Proctorial system introduced 2.Parent teacher meetings conducted (department wise) 3. Creation of Department wise Alumni database 4. Career counselling program conducted 5. Several awareness programs on ill effects of tobacco, road safety , etc were conducted

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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
To Invite eminent persons to the college to interact with students and also as guest lectures	Remote area Lecture series by INYAS(Indian National Young Academy of Science)
To conduct career counseling programme	Career counseling programme has been conducted by the College.
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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	2020
Date of Submission	26-May-2020
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) for maintaining institutional financial accounts. ? IFMS (Integrated Financial Management System) to meet regular and ongoing maintenance cost as repair and supplies. It also facilitates the disbursement of salary. ? PIMS (Personal Information Management System) is used to maintain the personal database of each employee.

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

As an affiliated college of Berhampur University, it follows the syllabus, curriculum and guidelines designed by the said University. In addition to that, the faculty members prepare their lesson plan of the assigned papers to complete syllabus on due time. The extracurricular activities for the academic year are planned in advance. The lesson plans are reviewed and monitored by departmental committees to ensure smooth flow and completion of curriculum prescribed. The lesson progress is monitored by the Heads of respective departments and countersigned by the Principal every month. It is also inspected by the Regional Director of Education, DHE Odisha. The IQAC holds meetings with the Heads of the departments regularly to monitor and further evaluate the teaching-learning process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Computer Science	18/06/2019
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
BA	Economics, Education, History, IRPM, Political Science	20/06/2016
BA	ODIA, ENGLISH	17/06/2017
BSc	Botany, Chemistry, Mathematics, Physics, zoology and REGULAR	20/06/2016
BSc	Computer Science	18/06/2019
BCom	Accounting and Regular	20/06/2016

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

	Certificate	Diploma Course
Number of Students	0	0

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
0	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	20
BA	Education	50
BA	History	39
BA	IRPM	37
BA	POL. Sc.	25
BA	English	8
BSc	Chemistry	31
BSc	Mathematics	24
BSc	Physics	28
BSc	Zoology	29
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is collected from all stakeholders through offline and online mode. ? STUDENT FEEDBACK The feedback from the students collected in both offline and online modes is analyzed by the Principal as well as the IQAC. Consequently, reports are prepared highlighting the issues of the students thereby preparing plan of action on relevant points mentioned in the report. Student feedback is essential for the overall development of the academic environment and in providing optimum student support services, thus making learning easier and more effective. ? ALUMNI FEEDBACK Feedback is collected through online mode. This gives us a better picture of the valuable opportunities as well as the support system by the alumni to the students. ? PARENT FEEDBACK Feedback is obtained in the parent-teacher meeting conducted by the respective departments. It is utilized in order to understand the expectations of parents from the institution and their suggestions regarding the teaching-learning process is given high priority.</p>

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
BSc	Computer science	16	78	16

BSc	Chemistry	32	332	31
BSc	Botany	32	224	32
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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
2019	1203	0	36	0	0

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
36	27	Nil	1	1	Nil
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institute has its own active mentoring system called the 'Proctorial System'. A faculty member who is assigned as a Proctor takes care of the curricular and extracurricular aspirations of the students. Proctors keep track of student attendance, internal marks, class performance and the performance in the end semester examination. If any deficiency is found, the students are called upon and are counseled. If necessary, parents are also informed. In case students face personal problems like depression, general indifference, psychological issues etc, they are provided with extra attention and care. Every proctor forms WhatsApp groups for his/her set of students in which interactions are made on a regular basis besides physical meetings.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1203	36	1:33

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	31	6	3	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 !!!			
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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
BSc	All Honours and regular	6th semester	20/03/2020	29/08/2020
BCom	Accounting Hons, Regular	6th Semester	20/03/2020	29/08/2020
BA	All Honours	6th semester	20/03/2020	29/08/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

A bridge course or pre-preparatory class is conducted for the newly-admitted students for duration of two weeks followed by a test which helps the teacher identify and categorize the students as slow learners and advanced learners. The students are evaluated periodically and based on the results of the test, remedial classes are conducted. After the completion of one module, a Multiple-Choice Question based test is conducted so as to evaluate the students' understanding of the concerned topic. Every semester has a mid-semester within, through which the students' knowledge and grasp of the topic covered can be assessed. Assignments are given for each module. Seminar presentations are conducted regularly so that the students gain confidence, become research-oriented, polish their communication skills as well as overcome stage fright. Question banks are provided to the students so that they get a basic idea of the probable questions for the semester examination. Peer learning is encouraged for an in-depth understanding of the topic.

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

The college follows the academic calendar designed by the university and the state government under the Department of Higher Education. The calendar includes the schedule of various examinations and the list of holidays. Extracurricular activities are also planned.

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/wp-content/uploads/2022/04/PSOs-POs-1.pdf>

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
Nill	BA	Education	50	29	58
Nill	BA	Economics	20	13	65
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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)

<https://gunupurcollege.org/wp-content/uploads/2022/04/STUDENT-SATISFACTION-SURVEY-2019-20.pdf>

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
Nill	0	0	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	0	

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
0	0	0	Nill	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill
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
0	0

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	0	0	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
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0	0
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	Nil	0	0	0
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	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	0	0	0
Attended/Seminars/Workshops	0	0	0	0
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
YOGA DAY on 21st June 2019	NSS UNIT, GUNUPUR COLLEGE, GUNUPUR	7	64
International Drugs Abuse Day on 26th June 2019	NSS UNIT, GUNUPUR COLLEGE, GUNUPUR	5	42
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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
NA	NA	NA	0
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/Agen	Name of the activity	Number of teachers	Number of students
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	cy/collaborating agency		participated in such activities	participated in such activities
NSS , Gunupur College	PWD, Gunupur ,	Swachhata Hin Seva Rally 15TH SEPT, 2019	3	35
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
NA	Nil	Nil	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
NA	NA	NA	Nil	Nil	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
NA	Nil	NA	0
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	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
No file uploaded.	

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	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21745	1762128	1871	84195	23616	1846323
Reference Books	489	107580	0	0	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
NA	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	51	0	0	0	37	6	0	2	0
Added	0	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	0	0	318663

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)

The College ensures optimal allocation and utilization of the available physical and financial resources for Maintenance and upkeep of different facilities by holding regular inspection by different committees constituted for this purpose or staff member assigned the said duty and using the grants received by the college as per the requirements in the interest of students.

Classroom and Campus • Class rooms are cleaned regularly. • Proper maintenance of green, white and black boards is undertaken on a regular basis. • Cleaning of washrooms, staff common room as well as students' common rooms is done regularly. • The greenery and cleanliness of the campus is maintained by the NSS units as well as the College management.

Laboratories • Record of instruments and equipments is maintained by lab technicians and supervised by the Heads of the concerned departments. • The calibration, repair and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises or by a third-party service provider. • The instruments and equipments used for experiments are bi-annually cleaned and maintained by the concerned departments and the record of maintenance is maintained by lab technicians and supervised by Heads/ faculty members of the concerned departments. • Computerized stock entries are updated annually. • Proper disposal of waste of all types such as biodegradable chemical/chemical is done.

Library • The requirement and list of books is taken from the concerned HoDs. The finalized list is duly approved by the Principal. The Library Advisory Committee meets periodically to review the existing condition and the needs of the library. • To ensure return of books, a 'no dues certificate' from the library is mandatory for students before appearing in exam or issuing C.L.C. and from staff members before being relieved from duty. • A visitors' register (separate for students and staff) is maintained on a daily basis. • Other issues such as weeding out old titles, schedule of issue/ return of books etc are taken care of by the library committee.

Computers • Computer maintenance is undertaken by related owner enterprises or by a third-party service provider. • The College website is maintained and updated regularly by AMC with Smart Class Room • The ICT Smart Class Rooms and the related systems are maintained with AMC of the corresponding service provider.

Language Lab • The Language Laboratory is maintained with AMC of the corresponding service provider or by a third-party service provider.

Sports • The College has its own sports ground that is maintained regularly with the help of Athletic Association. **Gym** • The upkeep of the Gymnasiums (separate for boys and girls) are looked after by the College management. • The maintenance of the equipments is done by third-party service providers.

https://gunupurcollege.org/wp-content/uploads/2022/04/23-Mar-2021-15_39_04-18.pdf

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	510	3888534
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

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
NA	Nil	0	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	Career counselling	Nil	125	Nil	0

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
0	0	0

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
NA	0	0	Nil	0	0

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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
2020	1	Chemistry	Chemistry	GIETU	MBA
Nil	1	Chemistry	Chemistry	SKCG	MSC
Nil	3	Chemistry	Chemistry	GIETU	MSC

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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
Any Other	1

No file uploaded.

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute has student participation in IQAC, Cultural Activities, and special Cells like the WDC, NSS, NCC. After commencement of every academic year, fresh committees are formed on voluntary basis. Each committee has to decide their activity calendar, resources required and execute. Every academic event like Seminars, Guest Lectures and Workshops has a systematic manner of involving students at various stages of event. The students are selected by the convener, trained and work under the supervision of faculty. In Sports and Cultural Committees, students from all the faculties are selected on the basis of their interest and/or merit. The students participate in the IQAC by giving their valuable suggestions for student support and progression and these are considered in the IQAC meetings as well as in the planning of academic and co-curricular activities for the students.

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)

Decentralization in the institute places the Principal as the Authority and the heads of the different committees/departments in the second rung of the ladder. Every cell consists of team members from the senior faculty members to junior

members. This ensures an all-inclusive participation of the members in various committees, cells and in the many activities and events of the college. The senior and experienced staff of the institution lead and pave the future path for the younger faculty. Retired teachers are often invited to attend college events and activities and are also consulted whenever the need arises. The institution follows a decentralized form of organisation which automatically augments a culture of participative management. The IQAC is at the centre of all academic and extracurricular activities of the college and acts as a liaising catalyst between the Principal and the Departments on the one hand and also between the various committees on the other. Senior Faculty members and/or HoDs are sent for meetings with UGC, University offices and to attend NAAC sponsored seminars and conferences as college representatives with regard to Higher Education Policies.

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
Human Resource Management	Senior faculty members and the Best Performers are accordingly given charge of responsible and important academic functions, administrative charges and heading the different special cells in the college. The Institution also encourages its teachers to attend capacity-building training programmes for enhancing their academic expertise. The Staff Council of the Institution meets at regular intervals to put maximum efforts towards the management of organizational relationships, assessment, rewarding employees, and redressal of the grievances of the employees, if any.
Library, ICT and Physical Infrastructure / Instrumentation	To keep pace with technological advancements, the college is equipped with a smart classroom, a computer laboratory and a language laboratory with audio-visual system where teachers and students can make power point presentations and seminars, learn communication skills and watch movies/ plays pertaining or relevant to the curriculum. Teachers communicate with students through WhatsApp groups and emails. A Library Advisory Committee headed by the Principal and consisting of representative members along with the Librarian and the IQAC Coordinator meet periodically to discuss policies to improve library facilities and equipment
Research and Development	The teachers promote a research-oriented approach among the students

	through seminar presentations and project work.
Examination and Evaluation	The institution follows the guidelines laid down by the University. Transparency is strictly maintained in the conduct of examination as well as in the evaluation process. Besides the end-semester and mid-semester examinations, each department holds surprise tests, quizzes and unit tests to check the progress of the students.
Admission of Students	The College follows the Department of Higher Education, Odisha's guidelines and schedule for the process of admission which includes the putting up of Merit list and includes the policy of reservations and merit while admitting students. The entire process of admission is governed by SAMS (Student Academic Management System). Students are given fair chance to be admitted in the college and the socially disadvantaged groups /economically weaker students have access to govt. schemes of fee concession and/or scholarship while seeking admission as well as to pursue their chosen course
Industry Interaction / Collaboration	The students make field and industry visits as part of the requirements of the curriculum. In addition, the college invites experts from different fields and sectors to interact with staff and students for career counseling and guidance.
Teaching and Learning	Learning is made student centric and IT enabled infrastructure like Smart Classroom and Language Lab are used by teachers to make the teaching-learning process more effective. Critical thinking is encouraged in students through Brain Activity, Group Discussions, Problem Solving, Class Seminars, Quiz sessions, Surprise tests etc. Providing a wide scope for evoking the creative skills of students through wall magazine, and other cultural and sports activities. Students are encouraged to adopt a practical-oriented method of learning through laboratory experiments and practice sessions. Peer learning is encouraged through group activities. The classroom teaching is not only confined to the assigned syllabus but also aims at motivating the students to prepare for

	and crack the competitive and entrance tests of institutions of national and international repute.
Curriculum Development	The institution successfully implements the curriculum developed by the parent university.

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

E-governance area	Details
Finance and Accounts	The College uses CAPA (College Accounting Procedure Automation) for maintaining institutional financial accounts. IFMS (Integrated Financial Management System) is used in order to meet regular and ongoing maintenance cost as repair and supplies. It also facilitates the disbursement of salary besides managing funding from different agencies like RUSA.
Student Admission and Support	The entire process right from the application, publication of merit lists, payment of fees to issue of College Leaving Certificate is done by SAMS (Student Academic Management System). SAMS also undertakes admission into hostels for the newly-admitted students. State Scholarship Portal and National Scholarship Portal are used for application and grant of scholarships.
Examination	The entire process of examination, starting from registration to the publication of results is done through the e-module provided by Berhampur University.
Planning and Development	The minutes of meetings of IQAC have been digitalized. The funding details as well as the expenses and other particulars of concerning agencies like RUSA and World Bank are also digitally accessible. The entire income and expenditure are under an ERP system which ensures the effective monitoring of all transactions as they are done online.
Administration	The employee database including the salary, details of posting and other particulars are available in HRMS (Human Resource Management System) and PIMS (Personal Information Management System) portals designed by the govt. of Odisha which ensures effective administration. Whatsapp groups are formed for different purposes as well as a central College WhatsApp group for

teaching faculty is available in order to facilitate formal communication and share administration-related information for timely execution of different activities.

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	0
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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
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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
Four days faculty development programme on" Global Business Foundation Skills" ORG BY- INFOSYS BPM BBSR	1	17/09/2019	20/09/2019	4
One week "academic training programme for teachers " organized by Berhampur University sponsored by Department of Higher Education, Govt	1	03/02/2020	08/02/2020	7

of Odisha under OHEPEE				
Two week Faculty Development Programme on "Managing Online Classes and co-creating MOOCS 2.0" Conducted by Teaching LearningCenter, Ramanujan College, University of Delhi under the aegis of Ministry of Education PMMNMTT	1	18/05/2020	03/06/2020	14
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Financial audit is conducted at two levels- an internal Audit by the Principal and the accounts bursar, and externally by a Chartered Accountant/ LFA. It is also open for any officer deputed by the Govt. of Odisha for the said purpose

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
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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	Nil	Nil	Yes	Principal
Administrative	Nil	Nil	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)

NA

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

Opening of new (Honours) Programmes , Upgradation of gymnasium facilities, Steps taken for Infrastructure development
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

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
2020	Career counselling Programme	03/01/2020	03/01/2020	03/01/2020	132
2020	IQAC meeting with students	14/02/2020	14/02/2020	14/02/2020	154
2020	IQAC meeting with non-teaching staffs	15/02/2020	15/02/2020	15/02/2020	32
2019	Remote Area Lecture series (funded by INSA)	23/07/2019	23/07/2019	23/07/2019	125
2020	Sensitization programme on ill effects of tobacco	15/02/2020	15/02/2020	15/02/2020	134
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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
NA	Nil	Nil	0	0

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
Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	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
2020	1	Nil	15/02/2020	1	Tobacco sensitization Programme	awareness program on ill effects of tobacco	124
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	common minimum standard and other conditions as provided by DHE, Govt. of Odisha

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sensitization programme on ill effects of tobacco	15/02/2020	15/02/2020	134
Plantation Programme on the eve of independence day 15 AUG, 2019	15/08/2019	15/08/2019	41
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Plantation Programme 2. swachh Bharat activities
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. 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 fees secure and safe to move . This programme gives a boost to their self confidence to face any kind of unwarranted situation . Self Defence Training was imparted to the girls students of the college in Six different groups, in the first phase ,each group consisting of 30 girl students . The training was given to them in the college campus for one honour daily in morning honours . The programme is a 12days long program conducted from 06/02/2020 to 19/02/2020 (excluding public holidays) . The second phase of the program was conducted from 24/02/2020 to 7/03/2020 in which five groups of girl students have successfully completed the training .The master trainers engaged for this purpose are previously trained . After successful compilation 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.Title: Awareness programmes against social evils Goals: the main goal is to spread awareness among the students and raise consciousness against the social evils so that they become more alert and refrain from practices these evil practices thereby bringing a clarion call for change thus transforming their immediate surroundings and bringing harmony in the society. Context: Social evils like child marriage, gender discrimination, drug abuse are prevalent in this region owing to its tribal population and lack of education among the people. Hence, it is essential that the students are raised with an understanding of the impact of such evil practices so that they could change the situation in their family and immediate environment as well as committing the same mistakes. Practice: Road rallies, street plays and talks are organized in the interest of the students spreading awareness against social issues like drug abuse, gender discrimination, child marriage, etc. speakers are invited so that they can shed more light on the topics and with expert guidance, the students can be more conscious of the consequences of such acts. Evidence of Success: Problems encountered and resources required: • Road rallies and street plays are confined to certain areas, especially those near the college premises for the ease of commuting and feasibility. • There is a dearth of such initiatives at regular intervals because of the packed schedule of classes and examination. • Time constraint is a major concern. • Age-old superstitious beliefs come in the path of practical approach to life. Conclusion: an active involvement of students shall always be encouraged so that they veer away from the social evils. The faculty members and resource persons have always counseled to work towards building a healthy as well as a harmoniously balanced society away from such practices. A transformation is essential and baby steps certainly do their part.

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 College's distinctiveness lies in the fact that it is a ragging-free campus which has never witnessed any shameful act of sexual harassment. The members of both the sexes are quite comfortable and respectful in their mingling with each other. Moreover, what makes the college even more unique is the effortless blending of the tribal population with the non-tribal groups. The students and faculty refrain from caste- based discriminatory practices which makes Gunupur College a violence-free campus.

Provide the weblink of the institution

<https://gunupurcollege.org/wp-content/uploads/2022/04/institutional-distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. Library Automation 2. Gender sensitization program 3. Competitive coaching for final year students 4. Personality Development Program 5. ICT orientation Programs for teachers 6. Departmental seminars /Guest lectures 7. Career Counselling programs